

## COLLEGE PHYSICS LAB LABORATORY REPORT FORMAT

All reports must be prepared using either Microsoft Office or OpenOffice. All files must be of type “.doc” or “.docx” and must be submitted electronically (email: Cenalo.Vaz@uc.edu) to the instructor before the start of the following Lab.

Each Laboratory Report will consist of the following sections:

### (10 points) First Page (Title Page):

1. Title
2. Section number
3. Names of **ALL PARTICIPANTS**
4. Date of Experiment
5. **ABSTRACT** (no more than 10 lines).

An abstract should briefly summarize the purpose of the experiment, the experimental method used and the conclusions (*i.e.*, why you did it, what you did and what you discovered).

Next Page:

### (10 points) General Procedure:

This section will consist of two parts (equally weighted):

1. Briefly describe the theoretical underpinnings of your experiment.
2. Draw a **labeled** diagram of the experimental setup and explain in greater detail the experimental procedure.

You will not be graded on the length of your description but on its completeness. This section should be *no longer* than one typewritten page.

**Note:** A labeled diagram of the experimental setup **is required** for each experiment.

Next Page:

### (5 points) Data:

**Raw data** should be included as embedded Microsoft Excel (or equivalent) tables. Make sure that the columns and rows of the tables are appropriately labeled. The data should be precisely that which was taken down in class during the experiment. Under **no circumstances** should you change the numbers after class to get a “more accurate” result.

### (10 points) Data Analysis:

A section on **Data Analysis** should follow the tables of raw data. Here you must present **one, sample calculation only in detail**, demonstrating how the quoted results and the errors were calculated.

Next Page:

### (10 points) Conclusions:

Every lab report should end with your conclusions. Here you will:

1. state your results concisely along with the calculated error
2. Discuss the quality of your experiment by comparing to other known experimental results.

**(5 points) Questions:**

In some instances, the instructor may ask you to answer a set of questions concerning your lab assignment. Answers to all these questions should be numbered and included in your lab report *after* the conclusions.

In the event that the instructor has not assigned any questions to be answered, the 5 points assigned to this section will be re-assigned to the “**Data**” section.