Checklist for Lab Write-Ups

✓ All necessary parts are present – Title, Purpose, Procedure, Data, Calculations, Questions, Conclusion
✓ Parts are in correct order
✓ Write-up is neatly written in dark blue or black ink – but doesn’t bleed through too badly
✓ Spaces have been left between each section
✓ Grammar has been checked – sentences are sentences, punctuation is correctly used, words are capitalized only when needed, possessives are made using apostrophes, spelling is correct

✓ Title is specific to and identifies this lab

✓ Procedure is written well enough that a chemistry student who has never done this lab before could easily repeat the experiment

✓ Data is presented in a data table
✓ Data table is drawn with a ruler
✓ All data and calculations have correct units AND all work is shown
✓ All numerical answers seem reasonable
✓ Calculations are reasonably rounded
✓ Data contains only numbers that were directly measured. Calculations contain any numbers that had to be added, subtracted, multiplied, or divided.

✓ Questions are in complete sentences where appropriate.
✓ Either original questions are written or all answers identify question being answered.

✓ Conclusion is at least two complete sentences
✓ Conclusion states whether purpose was met and explains how
✓ Conclusion states what was learned or what pattern was determined
✓ Conclusion explains what happened if % error was greater than 10% (and doesn’t mention error if none is relevant)

✓ Checklist has been checked
✓ No, really, the checklist has actually been used to help me ensure that I get a good grade and that Mr. Dusch has a really easy time grading my write-up. If he doesn’t have an easy time or if he finds that I didn’t use the checklist well, he just might give the whole lab write-up back.