

## CP BIOLOGY Lab Write Up Format

The following guide lines should be used to write laboratory reports:

1. All laboratory write-ups must be submitted in pen (blue or black only), pencil, or word processed, WITHOUT cross-outs (use eraser or white out).
2. Graph Paper is to be used for all lab write-ups.
3. Colors or colored pencils are helpful in tables, graphs and pictures.
4. Correct grammar, spelling and punctuation are **required**.
5. If you are absent on a lab day, it must be made up within **1 WEEK!**
6. All write-ups consist of the following sections in the following order:

### Title

**Purpose:** This may usually be copied directly from the lab manual or lab instruction sheet.

**Data:** This usually includes:

Tables and/or Graphs which the student designs according to the requirements of the lab;  
Sketches or Drawings;  
Subjective Observations of events in the lab;  
Occasional Calculations shown in standard algebraic form (a table may be appropriate in this section also).

**Analysis:**

Answers to Analysis Questions found either in the lab manual or instruction sheet;  
Or questions which the student creates and answers about the data collected during the lab;  
Or an original, thoughtful detailed analysis of the data collected during the lab.

**Conclusion:**

This section is the most important and counts for about 1/3 of the lab grade. Conclusions are to be written **individually**.

The conclusion should show insight into the analysis of the data.

The conclusion should be concise and focus on the why the results of the lab were obtained without repeating and/or restating the procedure or reciting raw data.

The purpose of the lab should be supported by the results in terms of the analysis of the lab. The conclusion should use new vocabulary and concepts learned in the class as it pertains to the purpose.

The conclusion should show evidence that you understand why the experiment was performed and why the results occurred as they did.

“Padding” the conclusion with extra words should be avoided (i.e. “My lab partners and I, after lengthy examinations of the data believe that, in fact, glucose was present in our experimental sample.”)

The conclusion should simply explain the result and why it occurred. (i.e. “The Benedict’s solution changed from blue to orange when mixed with the sample because glucose was present.”)

Leave terms such as “I”, “My”, “I believe”, and “We think” out of lab reports, you will not be graded on whether or not you “liked” the experiment.

**Do not copy your partner’s, or any other student’s, work or conclusions.  
Any evidence of copying will result in all persons involved receiving a 0 on their labs.  
Additionally, the school’s administrators will be notified of the incident.**