Lab Report Guidelines:

1. Read the lab. Read and follow any instructions for the lab report.

2. Use appropriate formatting.
   - Refer to the numbering/lettering in the lab manual to help clarify context for the reader.
   - Write in complete sentences. Even mathematical expressions which may be offset or centered should be part of complete sentences.
   - Label all figures/graphs and refer to those labels.
   - Type long lab reports. You may write mathematical expressions by hand within a typed report, if necessary. You have the option of turning in handwritten short assignments.
   - Use consistent typesetting where appropriate.
   - Above all, choose formatting that makes your report readable.

3. Write clearly and concisely.
   - Explain nontrivial mathematical steps. You should omit trivial arithmetic.
   - Do not include the calculator keystrokes you may have used to return your results.
   - Be consistent with your variables. Capitalized variables are not the same as lower case variables.
   - Clearly state how you arrived at your results. For example, rather than writing "We calculated the slope to be 5," you should write "Using the first and last data points from the table on page 51 in the lab manual, we computed the slope m=(55-50)/(2-1)."
   - When in doubt, ask yourself if another student who had not completed the lab would understand your work.

4. Make sophisticated style choices.
   - Avoid passive voice when appropriate.
   - Avoid ambiguous references. For example, if you write "This means..." your reader should know to what "This" refers.
   - Strive for a clear and understandable writing style.