

# Lab Report Useful Tips

## How to Write Lab Reports

1. Write short sentences whenever possible.
2. Use a dictionary and spell check on the computer.
3. Type your report using a computer word processor.
4. Avoid personal pronouns: I, you, we, etc.
5. Label all data tables and graphs with titles, numbers, proper units, and column headings.
6. Never write in the margins of your paper.
7. Double-space your report so the instructor can make corrections.
8. Technical accuracy, completeness, and conciseness are the most important parts of a lab report. Unless the report is well organized and easy to read, it is of little value.

Every instructor will have different standards and different ideas about report writing. However, most lab reports reflect the scientific method as follows:

- A hypothesis is formulated. This is like a statement of purpose.
- Data is collected and analyzed. This is like the procedure and results.
- The hypothesis is proved or disproved based upon the results. This is like the discussion and conclusion.