

Laboratory Errors / Deficiencies Catalog

The purpose of this catalog is to list errors and omissions that will negatively affect your grade in a lab report. It should help you to avoid deductions by using this catalog as a check list before submitting the report. It will also enable the instructors to explain all errors by using error-numbers. Corresponding deductions will then be shown against the applicable error-numbers.

A.	Report	Written on both sides of page	A	-5 (max)
B.	Equations	Written in text lines	B	-3 (max)
C.	Sheets	Stapled in illogical order	C	-3 (max)
D.	Sections	Entered/written in illogical order	D	-2 each
1.	Cover Page	Missing	1a	-2
		Incomplete	1b	-1
2.	Principle:	Unacceptable	2a	-7 (max)
		Inadequate	2b	-4 (max)
		Defining diagram not given	2c	-3
		Formulae/equations not given	2d	-3
3.	Objectives	Missing	3a	-2
		Incorrect	3b	-1
		Incomplete	3c	-3 (max)
4.	Setting up	Unacceptable	4a	-5 (max)
		Inadequate	4b	-3 (max)
		Incomplete	4c	-3 (max)
		Experiment equation not given	4d	-4 (max)
		Experiment diagram not given	4e	-4
5.	Quality of Diagrams	Poor	5a	-3
		Below standard	5b	-2
		Not bad but too small	5c	-3
		Ruler not used	5d	-3
		Out of place or out of sequence	5e	-2 each
6.	Procedure	Unacceptable	6a	-5 (max)
		Inadequate	6b	-3 (max)
7.	Data	Inconsistent (does not produce a straight line graph)	7a	-10 (or -5 each set)
		Incomplete	7b	-4 (max)
8.	Pregraph Calculations	Missing	8a	-5
		Incomplete	8b	-5 (max)
		Incorrect	8c	-5 (max)
9.	Graph	Size is too small	9a	-5 (or -2 each)
		Size is small	9b	-3 (or -1 each)
		Title not given	9c	-2
		x,y axes labels (with units) not given	9d	-2 (each)
		Does not have r^2	9e	-3 (or -1 each)

		Run away point(s) not checked	9f	-3 each point
		Not enough decimal places for slopes, intercepts in the print-out	9g	-4 each graph
10.	Postgraph Calculations			
		Missing	10a	-5
		Incorrect	10b	-5 (max)
		Incomplete	10c	-3 (max)
		Mixed up with other calculations	10d	-3
		Errors Incorrectly calculated	10e	-3
		Error calculations missing	10f	-5
11.	Results			
		Unacceptably large errors	11a	-8 (max)
		Somewhat large errors	11b	-5 (max)
		General title missing/not acceptable	11c	-2
		Subsequent titles missing or not acceptable	11d	-1 each
		Result not given in a proper table	11e	-4
		Results of different parts not given in own tables with own subtitles	11f	-5 (or -2 each)
		Words: <i>slope</i> , <i>intercept</i> used	11g	-2 each
		Mathematical terms, equations used	11h	-2 each
		Entries given without explanation	11i	-2 each
		<i>Results & Calculations</i> mixed up	11j	-3
		<i>Results & Conclusions</i> mixed up	11k	-3
		Non-results included in <i>Results</i>	11l	-3 each
		Incomplete	11m	-5 (max)
		Units Missing	11n	-3 (or -1 each)
		Incomplete table	11p	-2 (max, each)
12.	Conclusions & Discussions			
		Unacceptable	12a	-4 (max)
		Inadequate	12b	-3
		Defective	12c	-2
13.	<i>Learned</i>			
		Unacceptable	13a	-6 (max)
		Inadequate	13b	-4
		Defective	13c	-3
14.	Others	To be specified	14	-8 (max)
15.	Credits	To be specified	15	+4 (max)

Cases of cheating will be dealt with on case to case basis.

PLEASE USE THIS SHEET AS A CHECK-LIST BEFORE SUBMITTING YOUR REPORT
