**Regents Biology Lab Report Checklist**

 **The Title of my Lab Report…**

 \_\_\_\_ describes the specific content of the lab concisely and with enough detail to get the main ideas across to the reader.

 **The Abstract of my Lab Report…**

 \_\_\_\_ summarizes the main points of the Introduction, Methods and Results.

 **The Introduction of my Lab Report…**

\_\_\_\_ starts out by stating the objective(s)/goal(s) of the experiment or investigation.

\_\_\_\_ introduces the scientific terms and concept(s) the lab is about and then describes what I know about these scientific terms

 and concept(s) that is relevant to the lab.

\_\_\_\_ states the hypothesis and then explains how I arrived at the hypothesis, using what I know about the scientific terms and concept of the lab as the basis for my reasoning.

\_\_\_\_ identifies the Independent and Dependent Variable along with the main Controlled Variables that must remain constant.

 **The Methods/Procedure of my Lab Report…**

\_\_\_\_ provides a concise, easy-to-follow description of the specific procedures I followed in the lab.

\_\_\_\_ gives enough detail of both the materials and the procedure used so that the experiment could be repeated just as I did it.

\_\_\_\_ is written in the 3rd person / passive voice (no pronouns such as I, we and you).

 **The Results/Data of my Lab Report…**

\_\_\_\_ begins with a sentence or two describing the overall findings and results of the lab.

\_\_\_\_ contains visuals (tables or graphs or other figures) that are appropriate to the data and are arranged in an order that best tells the "story" of the data.

\_\_\_\_ reports the data from the experiment only, successfully avoiding any explanations or conclusions about the data.

 **The Discussion/Analysis of my Lab Report…**

\_\_\_\_ begins with a statement of whether or not the results support or refute my original hypothesis as stated in the Introduction.

\_\_\_\_ points to specific data from the findings as evidence for deciding whether or not the hypothesis is supported.

\_\_\_\_ uses what I have learned about the scientific concept of the lab to explain why or why not the data support my hypothesis.

\_\_\_\_ addresses other issues that may be appropriate, such as -

1. how the findings compare to the findings of other students in the lab and an explanation for any differences.
2. any problems that occurred or sources of uncertainty in the lab procedure.
3. suggestions for improving the lab.

 **The Conclusion of my lab report…**

\_\_\_\_ directly states what I have learned about the scientific concept of the lab from doing the experimental procedure.

\_\_\_\_ describes anything else I may have learned from doing the lab and writing the report along with ideas for future investigations.

 **Overall issues: My lab report...**

\_\_\_\_ includes all the necessary headings (each section of the report should have a **BOLDED** heading : **Title, Abstract …**)

\_\_\_\_ includes titles for all tables, graphs, and drawings.

\_\_\_\_ is written in a scientific style (tone should be objective; sentences should be clear and to the point).

\_\_\_\_ is clear of spelling errors (used the spell check on my computer).

\_\_\_\_ single-spaced within sections / double-spaced between sections / (Times-Roman 12pt font with 0.8 margins and page #’s)

**For assistance, please go to:** [**http://www.ncsu.edu/labwrite/index\_labwrite.htm**](http://www.ncsu.edu/labwrite/index_labwrite.htm)