

## AP Chemistry Lab Write up Checklist

- \_\_\_\_\_ Is the lab written entirely in BLACK pen?
- \_\_\_\_\_ Are the sections in the correct order: Title, Date, Introduction, Materials, Procedure, Data, Calculations & Graphs, Conclusion, Questions?
- \_\_\_\_\_ Did you draw a single line through any mistakes? NO WHITE OUT!
- \_\_\_\_\_ Did you update the Table of Contents with the lab name & page numbers?
- \_\_\_\_\_ Did you update your contact list?
- \_\_\_\_\_ Does the title explain what you are doing in the lab? I should be able to tell what you are doing in the lab from the title. DO NOT simply go with the title at the top of the handout! It needs to be informative.
- \_\_\_\_\_ Is the date the day that you actually preformed the lab in the class?
- \_\_\_\_\_ The first paragraph of the introduction should be about some background on the topic of the lab (about  $\frac{1}{2}$  a page). You may have to use your textbook, the Internet, or some lecture material to help you here.
- \_\_\_\_\_ The second paragraph of the introduction should be a paragraph about what you are actually doing in the lab. It usually starts off, "In this lab we will be..." It should also be about  $\frac{1}{2}$  a page.
- \_\_\_\_\_ In the materials section have you listed all chemical names & formulas along with amounts & molarity? Did you list the equipment?
- \_\_\_\_\_ Have you listed safety considerations at the end of the materials section?
- \_\_\_\_\_ Is the procedure a step-by-step account of what you did in the lab? It should be numbered.
- \_\_\_\_\_ Is the data NEATLY recorded in you lab book in TABLE form? This can be done in Excel & pasted into you notebook or NEATLY done with a ruler & pen. NO SLOPPY TABLES!
- \_\_\_\_\_ Is the data recorded in the correct number of significant figs & units?
- \_\_\_\_\_ Are all calculations shown in the calculation section?
- \_\_\_\_\_ Are all significant figures & units correct?
- \_\_\_\_\_ Does your graph have a title that tells what the graph is about?
- \_\_\_\_\_ Is the x & y axis labeled along with units?
- \_\_\_\_\_ The first paragraph of the conclusion should be describing what your results were. Something like, "In the lab we found..." **YOUR numbers should be concluded here if calculations were done.**
- \_\_\_\_\_ The second paragraph of the conclusion should discuss possible sources of error in the experiment. % error should also be in this paragraph if numbers were used.
- \_\_\_\_\_ Did you write the questions & the answers in the question section?
- \_\_\_\_\_ If you checked all of the above, you should have a 100!