**STANDARDIZED LAB REPORT FORMAT**

**(mandatory)**

**I. PURPOSE:**   Write a full description of the lab (why the lab is being performed).  Include a hypothesis statement.   List the variables: 1) controlling (same for all), 2) manipulated (one you’re changing) and 3) responding (one you’re measuring).

**II. MATERIALS:** List all materials used.

**III. PROCEDURE:** List and number each of the steps in the order you did them.

**IV. DATA TABLES & GRAPHS:**  Data Tables and/or Graphs may be attached to the back of your lab report.   All Data Tables and/or Graphs must have a **Title**.   Data tables should be neat, with units and values marked. *(Hint: Use the table function to insert your data table right into your lab report)*

Graphs (if used) should be neat, done on the computer and must have the following:

1) a **title,** 2) **x-axis (manipulated variable) and y-axis (responding variable) labeled with units.**

Make graphs online using this website: [**http:/nces.ed.gov/nceskids/createagraph/**](http://kgortney.pbworks.com/w/page/27813232/Lab%20Format)

*(Hint: After creating a graph at this website, you can save it to your computer as a jpeg and then insert it into your lab report.****)***

**V. CONCLUSION:** The conclusion will include a summary of your data

with the exact numbers and will show that the hypothesis is supported

or not supported.