Formal Lab Reports:

1) After writing *each* sentence, always ask yourself –

   Is my statement true? Can it be backed up by facts or data?

   Is this *really* what I want to say and how I want to say it?

   Am I using scientific terminology appropriately and correctly?

   Is there a more concise way of saying it (does every word count)?

   Am I using the appropriate verb tense?

   Would this statement be more appropriately placed in a different section of the report, e.g. Experimental, Conclusion etc.

2) For the Introduction Section –

   Have I identified the true purpose or goal of performing the procedure?

   Have I included sufficient background information about the *chemistry* involved in the procedure?

3) General Comments –

   Have I made effective use of the resources available for writing a good lab report?

   Have I proofread my document at least twice before submitting?