

## Honors Chemistry Laboratory Notebook Setup

### Content of the lab notebook:

- All writing intended for grading should be in blue or black pen.
- Mistakes should be crossed out with a single line (no white-out, no scribbling-out, no removing pages).
- Writing should be only on the right-hand side pages. Left side pages may be used for scratch-work.
- The first page of your lab notebook should contain only your first and last name, the first and last name of your partner(s), your lab station, your class period.

#### This should be the first page of your lab notebook

Your first name and last name
Your lab partner(s) first and last name
Your lab station
Your class period

- The next two pages should contain a Table of Contents. This should include the date, title, and page numbers for all labs.

#### This should be the next two pages of your lab notebook

Table of Contents	
Title of Lab	Page Numbers
Accuracy and Precision Lab	1-3

- All remaining pages should be numbered according to the table of contents.

### Required Components for each lab: Make sure to give each section the appropriate heading.

- Title
- Date
- Purpose/Objective: Should clearly state what is intended in the lab.
- Answers to pre-lab questions: Should be numbered. Questions can be printed and secured into lab notebook or written by hand. Answers should be in complete sentences.
- Safety information (as needed)
- Procedure: Should be written in complete sentences, a numbered, listed format, and in the student's own words.
- Data/Observations: Should be organized into a table during the lab, not to be copied from lab partner(s) later. Data tables should be labeled appropriately and should include both data and observations. Data measurements should be recorded with the appropriate number of significant figures as well as the appropriate unit.
- Calculations: Students should perform calculations on the left pages, but organized. All calculations should be done with the correct significant figures and units.
- Graphs and Charts: Should be labeled appropriately with a title, and axes labels. These labels should reflect the appropriate unit for the measurements taken.
- Conclusion/Analysis Questions: Students should write a conclusion and analysis report of the lab (no more than 5 complete sentences). This report should include:
  - Statement of what was learned from the lab, supported by data and observations.
  - Explanation of the sources of error in the lab. Students should not write that "human error" affected the outcome. Students should only note possible error with the procedure or equipment.
  - Answers to the post-lab questions should be included. They should be in a numbered, listed format at the end of the conclusion and analysis report.