Laboratory Notebook:

I. Laboratory results must be placed in a laboratory book as described below:

1) Pages in the notebook should be numbered & dated.

2) Blue or black ballpoint pen is the only acceptable writing implement. Erasable inks are not acceptable.

3) If you make a mistake in your notebook, draw a single line through the incorrect entry and then write your correction. (Do not eras any entry)

4) First page (Your name, Course title/number)

5) Second page (Table of Content)

   Table of contents designating the title of each experiment and page upon which it starts.

6) Third page (Lab Safety Map)

7) Fourth page (Cleaning methods)

8) Fifth page (the first experiment...)

II. Experiments:

1) Title of experiment & date initiated.

2) Brief objective statement. (One ~ two sentences)

3) Methods, referring to the laboratory procedure handout (note any changes in standard procedures if you get). (Do not copy/paste subjects from your lab manual or textbook)

4) Write down observations (i.e.: the color, temperature, odor, or bubbles involved...) A simple drawing of the experimental apparatus is useful. Be sure to label all pieces of equipment. You do not need to draw any electronic devices. The purpose of the diagram is to show how several pieces of laboratory equipment are assembled into a working experimental apparatus.

5) Pre-Calculation: Must be contained a short title about your calculation. Keep all lines of calculation (include units) in order.

III. Data

1) All data, comments, calculations, timetable plans, etc. pertaining to the work done during an experiment should be entered directly into the notebook and not onto any other paper or book. THINK IN YOUR NOTEBOOK!

2) In science, all measured quantities have a number and a unit. Without the unit, the measurement has no meaning.

3) If you have a table of measured quantities, add units to the top of each column.
4) Results including all raw data (check significant figures & units) and calculations used to get final, reportable data along with pertinent comments. (i.e. enter data as you go; don't recopy neatly).

*An example:

<table>
<thead>
<tr>
<th>Date: 1/29/08</th>
<th>Page: 5</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NOTE:</strong> I did touch the crucible with my hands; I think there is a weighing error for (8.1769 g). After reheating/cooling, its new weight is 8.1741 g.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Run</th>
<th>mass (g)</th>
<th>Volume (ml)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10.3467</td>
<td>5.0</td>
</tr>
<tr>
<td>2</td>
<td>10.3872</td>
<td>5.5</td>
</tr>
</tbody>
</table>

Subject Grade
Bound Note-book / using Ink 0.5
Page number & Date 0.5
Table of Contents 0.5
Drawing lab map 0.5
Attached Calibration Graph 0.5
Experiment Title & Objection 0.5 + 0.5
Units 1.5
Pre-calculation 2.0
Observation & Comment 1.0
Clarify all data 1.0
Organized and readable 1.0

**TOTAL** 10