Lab Notebook Grading:  (30 pts)

**General Notebook Information:** (9 pts)
- Book labeled with student name, course # and section # (1 pt)
- Table of Contents page, kept up to date with Experiment name and page number (4 pts)
- All used pages of book numbered; all pages present (pages should not be removed) (1 pt)
- All writing in pen (2 pts)
- Legible (1 pt)

**Expectations for each lab:**
Each item below is worth 3 pts (3 pts if present for all experiments, 1 pt if missing for 1-3 experiments, 0 pts if missing for all experiments)
- Each experiment starts on its own page
- Title on first page of each new experiment
- Small description covering the purpose of experiment
- Procedure: What exactly did you do? Can someone else exactly repeat what you have done?
- Observations: What did you see happen?
- Data: Record all measurements.
- Graphs and conclusions: If you synthesize you data into a graph or come to any conclusions about the experiment it is best to include it in here. If these steps were done later (in writing your lab report) it would be good to include them, but may not be necessary. Any conclusions that were made to influence your subsequent experimental procedure must be included.

Please realize that the procedure, observations and data may be intermingled. For example your lab might include a sentence like “I added 5.65 mL of acetic acid to solution A, which immediately fizzed up and overflowed on to the floor. Afterward only 3.4 mL of solution remained in the flask and I now have a wet book.” Here the measurement, procedure and observations are all intertwined.