

Typical Format of a ME556 Lab Report

- Title Page:
 - Title of Report
 - Author's Name
 - Date of Submission
- Introduction/Objectives
 - A paragraph or two providing a brief description of the goal(s) of the experiment conducted
- Description of Test Set-up and Procedures
 - Describe the test set-up, including make/model number(s) of equipment used. Do not repeat the description used in the lab handout.
 - Provide diagram or picture of test setup. Do not cut-and-paste figure(s) that appear in the lab handout.
 - Describe procedure used to obtain data. Do not cut-and-paste description used in the lab handout.
- Basis of Analysis and Sample Calculations
 - A brief review of theory involved and illustration of how the data collected was subsequently used to compare measurement and theory
- Summary of Results/Conclusions
 - Summarize the results and conclusions reached during the test. This section will often include one or more figures/tables comparing theory and measurement.
 - Will usually include an assessment of the validity of theory/measurements
- Appendices (if needed or desired)
 - Tables of all data collected
 - Related background information

General Comments

- Lab experiments can be completed either as an individual or as a team. However, *lab reports are to be completed by each student working independently.*
- Reports should be of professional appearance:
 - Created using a word processor and printed using a computer printer (hand-written reports not allowed, with the exception of line drawings used in figures).
 - Refer to Table numbers (e.g, "...measurements are listed in Table 5...") and Figure numbers (e.g., "...as shown in Figure 2...")
 - All tables must have a caption that appears above table, all figures must have a caption that appears below figure
 - All tables and figures must include units
 - Computer generated line drawing are preferred, however, if figures are created by hand then use of rudimentary drawing equipment (straight edges, triangles, etc) is required
- There is no specified minimum/maximum number of pages. Most reports will be 3-5 pages in length
- E-mail report in the form of a pdf file to: tuttle@uw.edu