

Lab Report Guidelines Math 346 Fall 2008

Your lab report is a summary of the findings of your research team. You are expected to type your report. **Handwritten reports that are difficult to read will be returned without a grade.** You should write in complete sentences using correct grammar and spelling. Your report should include the following sections:

1. **Introduction:** This section should be a well organized, easy to read summary of the important ideas covered in the lab.
2. **Answers to Research Questions:** This section should answer all of the research questions and include proofs to any conjectures. You should include any relevant work, examples, and counterexamples. If you cannot provide a proof for your conjecture you should give evidence as to why you think your conjecture is true.
3. **Answers to Exercises:** This section should answer all of the exercises asked within the lab.

For each report, the following points will be allocated (see accompanying rubric for explanation of how points are given):

- ◆ Presentation: 6 points
- ◆ Introduction: 6 points
- ◆ Research questions: 6 points each
- ◆ Exercises: 3 points each

Example: Lab 1

Presentation	6	5	4	3	2	1	0
Introduction	6	5	4	3	2	1	0
Research Q1	6	5	4	3	2	1	0
Research Q2	6	5	4	3	2	1	0
Research Q3	6	5	4	3	2	1	0
Research Q4	6	5	4	3	2	1	0
Research Q5	6	5	4	3	2	1	0
Research Q6	6	5	4	3	2	1	0
Exercise 2				3	2	1	0
Total				/	51		

	6	5	4	3	2	1	0
Presentation	Your report is typed, your grammar and spelling are correct, and you wrote in complete sentences.		You didn't type your report, but it is neatly written. Your grammar and spelling are correct and you wrote in complete sentences. * You did type your report, but have moderate grammar/spelling / complete sentence errors.		You didn't type your report, but it is neatly written. You have moderate grammar/spelling / complete sentence errors. * You did type your report and have major grammar/spelling / complete sentence errors.		You didn't type your report, but it is neatly written. You have major grammar/spelling / complete sentence errors.
Introduction	You clearly summarized all of the main ideas in the lab in an organized fashion.		Your summary was somewhat confusing or didn't cover all of the main ideas.		Your summary was very disorganized or you missed several of the main ideas.		Your introduction section is missing.
Research Questions requiring conjectures (6 points per question)	Your conjecture is complete and correctly stated. All proofs are complete and clearly written.	Your conjecture is complete and correct. Your proofs are almost complete, but missing a minor component.	Your conjecture is complete and correct. However, your proofs are missing several minor components, but you give evidence or examples that support your conjectures.	Your conjecture is complete or mostly complete or mostly correct. Your proofs are missing major components but supporting evidence is given; OR your proofs are missing several minor components and no supporting evidence is given.	Your conjecture is complete and correct but your proof is missing or incorrect and no supporting evidence is given. * Your conjecture is complete or mostly complete or mostly correct. Your proof is also partly correct or supporting evidence is given.	Your conjecture is incomplete or only partly correct. Your proof is wrong and no supporting evidence is given.	Your conjecture is completely incorrect.
Research Questions which do not require conjectures. (6 points per question)	Your answer is correct and your solution path is clearly explained with supporting examples.	Your answer is correct or has minor errors, but your solution path is clearly explained with examples.	Your answer is correct or has minor errors, but there are some gaps in the explanation of your solution path.	Your answer is correct, but is not supported by your work. * Part of the answer is correct and clearly explained.		Your answer and/or solution path has several errors or is not supported by your work.	Your answer is completely incorrect.
Exercises (3 points per question)				Your answer is correct.	Your answer contains a minor error.		Your answer is incorrect.

