

Name: _____

Date: _____

Lab Report Checklist

Investigation: _____

Element	√ or X
Title	
1. I provide a title for the investigation.	
State the Problem	
2. I clearly state the question I am trying to answer by performing this investigation.	
3. I state what I think will happen in the investigation and why I think that.	
Describe What to Do	
4. I list, in a clear order, the steps I plan to follow.	
5. I identify the manipulated (changed) and responding variable(s).	
6. I describe how I vary and measure the manipulated (changed) variable.	
7. I describe how to measure the responding variable(s).	
8. I explain how I try to control other factors (keep them the same).	
9. I describe any safety concerns and identify the safety equipment used.	
Describe How You Recorded Data	
10. I compile and display data in an appropriate format (e.g., table, chart, graph, flowchart.)	
11. I include a summary of my observations.	
Note Your Conclusion(s)	
12. I use experimental evidence in stating major findings and a conclusion.	
13. I identify new questions and problems that arise from what I learned.	
Report	
14. I communicate in a final report that is clear, complete, and well organized.	
15. I use appropriate vocabulary and terminology.	
16. I work to correct spelling and grammar in my report.	

How I can improve: _____
