

Format is important in all work you submit for publication or evaluation. DARK BLUE OR BLACK INK, #3 PENCIL OR DARKER, OR TYPED WORK.

There are 2 points given on all assignments for the correct FORMAT AS ILLUSTRATED BELOW. A loss of these 2 points results if ANY PART of the heading is missing, incorrect or misplaced.

HEADINGS ON ALL:

- A) Assignments you turn in for grading
- B) Labs you turn in for grading (including extra credit labs done on your own)

A) ALL ASSIGNMENTS: At the **TOP of the page RIGHT SIDE** and **IN ORDER AS SHOWN**

YOUR FULL NAME: (NOT a first initial or first name only)

PERIOD: Class period you are in

WITH: Name of individual (s) you worked with or got help from.

CHAPTER: assignment is from

PAGE(S): the assignment is (are) located on.

NUMBERS: of the questions or problems you are doing

DATE YOU TURN IT IN: (early is always OK – LATE is not accepted unless you have come to me BEFORE the day it is due and gotten permission from me to turn it in after the due date. It is late but EXCUSED) - Late is late regardless of the reason.

**Here is an example:
Of an assignment
Heading.**

Robert Petschl
Period: 5X
With: Sally Molybdenum, Jenny Jones
Chapter: 4
Pages: 87 – 94
Numbers: Section Reviews 1,2, 5,6
Chapter Review
questions 1 -5, 7, 9, 11,
14-19
Problems 1-5, 7- 11
Date Turned In: Monday, Sep. 18

Over for an example OF A LAB WRITEUP HEADING:

**On the LEFT is the Experiment Number AND on the second line
Is the Title of the Experiment.**

**On the RIGHT is YOUR NAME, Period and Lab Partner's NAME (only if she was
there and actually did the lab with you else just your name.)**

**Here is an example:
Of an LAB
Heading**

Experiment #7
Period of a Pendulum

Robert Petschl
Period: 5X
WITH: Myrimba
Zhumbanna

See the handout Lab Write-up for the various LAB sections you need in ALL your PRELAB WRITEUPS and your FINISHED LABS TO HAND IN. These sections and formats also apply to any and all extra credit labs you do in class or on your own outside of class. There is a PDF file on the science web pages with this document as well.