

Writing Pre-lab Outlines - Chem 30A

For each experiment, you will be writing a brief pre-lab write-up. First, read through the experiment, including the introductory explanations and the procedure. Then, on a separate piece of paper, write a brief outline/summary of the lab. Aim for about half a page to a page long. There's no need to write more than one page. Include the following:

- The purpose of the lab - what are we determining?
- What general steps will we follow in the procedure?
- Make sure to summarize - don't include all of the details.
- Make sure to write it in your own words. Do not copy sentences or phrases from the lab manual or from another student.
- Your English grammar does not have to be perfect, but please make sure your summary/outline is clear and understandable.
- You may write it by hand or word-process it, your choice.
- Don't spend a huge amount of time on this...the point is to get all of you to actually read the experiment before starting it!
- Prelab outlines are due before lab on the day that we do the experiment.
- Prelab outlines are worth 2 points of a 10-point lab. Late prelabs are only worth a maximum of 0.5 point. It's much better for you to turn it in on time.

Laboratory Safety Practices - Chem 30A

As you know from watching the laboratory safety video, it's very important to follow the safety guidelines in lab, anytime we are using chemicals. You should make sure you are complying with all of these rules all of the time.

Things to make sure you do:

- Wear safety goggles at all times when anyone is working with chemicals. Keep your goggles on your eyes, not your forehead! Keep your goggles on even after you are done with your experiment, until everyone in the room is finished working with chemicals.
- No food, drink, or smoking in lab.
- No food or drink containers in the lab, including closed water bottles. If you have any food or drink containers, keep them closed up in your backpack. If this is impossible, we can keep them in my office temporarily.
- No shorts or sandals in lab. Please make sure that all of your skin below the waist is covered up. If you do not have appropriate clothing in the laboratory, you won't be able to do the experiment.

- Write data onto report sheets as measurements are made. Do not write your measurements or observations on scraps of paper.

Point deductions if you do not follow the rules:

- Each time we have to remind you to put on your safety goggles, -1 point on the lab report score for that day.
- Each time we see food or drink containers in lab, -1 point on the lab score for that day.
- Each time you wear open shoes or shorts or have exposed skin below the waist, -1 point on the lab score for that day.
- Each time you write your data anywhere other than on your lab report sheet, -1 point on the lab score for that day.