LAB POLICY & PROCEDURE

No food or drink allowed.
Personal audio/video devices must be turned off and put away.

The main purpose of the Introductory Physics II Laboratory is to provide experimental confirmation for many of the concepts discussed in the lecture portion of the course. Usually, the concepts will have been introduced previously in the lecture. However, in some instances, a lab experiment on a particular topic will precede the discussion of that topic in the lecture.

In this laboratory course, we stress independent experimentation and data analysis. This means that each student is expected to:

(a) understand the physical principle being investigated.
(b) use the equipment to perform the lab experiment with minimal assistance.
(c) perform the data analysis with minimal assistance.

The independence aspect is further emphasized by noting that all calculations must be done in class and that the lab report is due at the end of the lab period.

In certain labs, all, or part, of the data will be different for each student. This aspect requires that students identify themselves by their seat number. The seat numbers are given in the chart below:

<table>
<thead>
<tr>
<th>Front Desk</th>
<th>Room Entrance</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 B 10 A</td>
<td>1 B 1 A</td>
</tr>
<tr>
<td>11 B 11 A</td>
<td>2 B 2 A</td>
</tr>
<tr>
<td>12 B 12 A</td>
<td>3 B 3 A</td>
</tr>
<tr>
<td>7 B 7 A</td>
<td>4 B 4 A</td>
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<tr>
<td>8 B 8 A</td>
<td>5 B 5 A</td>
</tr>
<tr>
<td>9 B 9 A</td>
<td>6 B 6 A</td>
</tr>
</tbody>
</table>

LAB PROCEDURE
1. **Arrive on time!** Students arriving late for lab will receive a reduced grade, and in some instances, may not be allowed to do the lab experiment.

2. Bring laboratory manual, calculator, computer flash drive, and paper to the lab. A lab manual is MANDATORY in order to receive any credit for the lab experiment.

3. **Before class** the student should read and study the instructions for the experiment.

4. The instructor will give a brief introduction to the experiment. Then get the equipment needed to perform the experiment from the lab cart or other designated location. Report any inoperable equipment to the lab instructor.
5. Perform the experiment with each student recording their own data. Note that each lab experiment has a section on **Method of Data Taking** which tells whether a student is sharing equipment and/or data with a lab partner. **You must actively participate in the lab experiment in order to receive credit.** Each student must turn in their own lab report (no “group” lab reports!).

6. **All of the calculations must be done in class.** (An exception to this is the experiment, Charge-to-Mass Ratio for an Electron (e/m), where a spreadsheet is required for part of the data analysis.)

7. **At the conclusion of each experiment:**

   (a) **Turn off all electrical devices, including meters.** If a device is plugged into an outlet, please **unplug** it.

   (b) **Completely dismantle** the experiment and either leave it on your table or return it to the cart (the instructor will tell you which).

   (c) **Empty** the water/chemicals from all containers and **clean & dry** them.

   (d) **Clean up** all water/chemical spills, trash, etc. at your table.

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**LABORATORY REPORTS**

1. A standardized laboratory report is provided for each experiment. These reports provide a place for recording data, calculations, experimental results, and answers to questions. As stated above, each student must turn in their own lab report (no “group” lab reports) in order to receive any credit for the lab experiment.

2. Lab reports are due at the end of the lab period. **Late lab reports are not graded.**

3. Each lab report is graded on a 20 point basis. Factors which are used to determine the grading of a lab report include:

   (a) Ability to follow the laboratory procedure, i.e. correct equipment use, data taking, dismantling of equipment, and clean-up (see step #7 above).

   (b) Ability to correctly analyze the data.

   (c) The recording of data **with the units included.**

   (d) Logical calculations **with the units included** (all calculations should be shown, with the exception of repetitive calculations in which case a sample calculation should suffice).

   (e) Answers to the questions (if any).