

CEE 311 LAB REPORT GRADING SHEET

Reports must be typed with 1" margins, page numbers and Times Roman 12 font single spaced.

Item	Score Obtained	Comment
Letter of Transmittal 10		
Title Page Required 1		
Abstract 5		
Introduction 6		
Objectives 3		
Materials and Methods 5		
Results Discussion 10		
Conclusions 5		
References 5		
Report Format Tables with numbers and titles Graphs with Figure # and Titles; Axes labeled with units Spelling/Grammar Incorrect Technical Statements		Technical errors will cost you points! Especially Units, figures, tables etc

Typical Use of Poor Words/sentences

We did a lab.

A lab was conducted to .

We created a lab.

A lab was developed to

We created a table, figure etc.

Data was plotted or tabulated

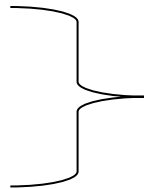
We took the data and got....

Data was analyzed to obtain

My team and I

I and my team

We collected



Samples were collected

We created data

Data was obtained/measured

We got bad results

The data did not show a good correlation

The data did not follow the conventional ...