**Grading policy (Physics-326, Fall-2022):**

1. Your lab reports will be graded out of **maximum of 15 points**.

2. Due dates (as listed in the Table on the course’s website) will be enforced.

3. Up to one-week late reports will be accepted but graded out of **maximum of 10 points**.

4. Below are the formatting issues with lab reports that might result in **up to 2 points** being taken off:

4.1. Missing page numbers;

4.2. Missing units of physical quantities that require units;

4.3. Incorrectly rounded numerical values;

4.4. Missing or incorrect labels on figure axes (including missing units);

4.5. Missing figure numbers (all figures, schemes and diagrams must be numbered consecutively throughout the report);

4.6. Missing figure captions.

4.7. Missing, unclear, or messy equations and/or variables;

4.7. Missing equation numbers (all equations must be numbered consecutively throughout the report).

5. **Up to 3 points** might also be taken off for poor structure or organization of the reports:

5.1. Missing or unclear Introduction, Experimental, and Conclusions (or Discussion) sections (Note: the corresponding subheadings are encouraged);

5.2. Missing concise description of theoretical and experimental background;

5.3. Missing the *essential* raw experimental data collected;

5.4. Missing the required plots, figures, or charts illustrating your results and analysis.

6. **Up to 5 points** might be taken off for the following:

6.1. Missing parts of the lab assignment (Note: some labs ask you to perform several parts);

6.2. Unanswered questions (some labs have several questions you need to answer);

6.3. Incorrect data analysis leading to wrong conclusions/answers;

6.4. Wrong/inaccurate data collected as a result of either poorly performed experiment or incorrect measurements, also leading to wrong conclusions/answers.

7. In the case of a very poor-quality lab report, with all of the above issues present, the student will still get **5 points** (the lowest score), provided that he/she actually did the lab in class and submitted the report on time.

8. Attendance of the labs is required and will be taken down: no lab reports will be graded, unless the experiment has been actually carried out by the student in class.

9. Copying lab reports from a partner or another peer is not allowed. You can only share an experimental dataset with your lab partner(s). The reports should be written individually. However, discussions/consultations/idea-exchange between any students are encouraged.

**Reminder-1:** there is an example lab report posted on the course’s website; there is also a doc file listing some important formatting suggestions.

**Reminder-2:** although some lab manuals ask you to use MatLab and include an M-file in your report, *this* *is not necessary*: you can use other software for data plotting and analysis, such as the Origin (recommended), Maple, Mathematica or Excel.