

Here are some suggestions for writing a lab report.

Divide the lab report into the following sections (you can name them anyway you want, but they all need to be there):

1. OBJECTIVE & THEORY
 - a) Put this in your own words – do not hand in a printed version of the lab assignment.
2. PROCEDURE
 - a) Exactly what you did. How you did it. In your own words, please.
 - b) For example: “In order to test the operation of a NOR gate, the circuit was constructed as shown in Figure 3, first using the Multisim software and later using the breadboard. All possible inputs to the gate were applied in order to verify that the outputs matched those predicted by theory.”
3. RESULTS
 - a) Put things like truth tables here.
 - b) Label/number the results the same as they have been numbered in the lab assignment. This isn’t strictly necessary, but it makes it easier for you to ensure that nothing has been missed.
4. DISCUSSION
 - a) Discuss your results here.
 - b) The RESULTS to a lab will not always be what you expect. If they are not, this is the place to try to explain why.
 - c) Answer all questions posed in the lab assignment.
5. CONCLUSION
 - a) What did you learn?
 - b) What were you trying to prove (your OBJECTIVES)? Did you succeed?

Notes/suggestions:

1. Do not just print out the lab assignment and hand it in with your own results attached. Lab reports should be entirely in your own words.
2. Truth tables – the standard order for two inputs is 00, 01, 10, 11.
3. Spelling – it looks sloppy when things are spelled incorrectly.
4. Cut & paste – if you cut & paste information, make sure that you remember to change what needs to be changed.
5. Equation writer – Microsoft Word has a built-in component to make nice-looking equations like:

$$\overline{A} \bullet \overline{B} = \overline{A + B}$$

To use it go to Insert / Object / Microsoft Equation 3.0.