Phys1111K and Phys1112K Lab Policies

1. **Physics Lab Website:** [http://physics.gsu.edu/butler/labs/](http://physics.gsu.edu/butler/labs/)
   On this website you will find:
   - the lab to print out and bring with you (beginning with second week of class),
   - other helpful information.

2. **Nature of the Labs**
   You are supposed to complete the lab with a minimal set of instructions. There is no lab manual to purchase but you will need to print out the labs and bring them with you. Beginning with the second lab meeting, you will need to bring a printed copy of the write up. The printed lab document will contain only absolutely necessary instructions and a set of questions to be answered during the lab. Often, you will have to think, discuss and come up with a procedure to conduct the lab. All the labs should be completed (taking data, doing calculations and writing up the answers) within the allocated lab time period (one hour and 50 minutes). Although the work is done in groups, everyone will submit their own written copy of the lab to the TA before leaving the lab. The TA will grade the lab write-ups. The TA will return the graded labs during the next lab meeting.

3. **Lab Grading**
   You will be marked off for late arrival. The lab grade will be based on how well and accurately you take data, do calculations, make graphs, and answer the questions. Answering some questions may require making predictions. Predictions will not be graded for correctness but should reflect what you really believe will happen. Typically, after you make measurements you will be asked to explain why your prediction matched or didn't match with your experimental results. All questions should be discussed by your group and any disagreement should be resolved, if possible, prior, to the submission of the lab write-up. You will not get points for unreadable, incorrect, not relevant, or incomplete statements. If there are graphs to be printed, the TA will help you get them printed from the classroom printer. You will be using Excel or Capstone software to make graphs. Each member of a group is expected to participate: you will lose points if you do not work with your group.

4. **Assessment tests**
   An assessment test will be conducted during the first lab meeting and the last lab meeting. If you take the first test and do the Excel skills exercise your lowest non-zero lab grade will be replaced with a perfect score when your final average is calculated. The second assessment grade is graded for correctness and treated like a lab grade.
5. **Lab attendance and Grade**

Lab attendance is mandatory if you want to pass the course. You must turn in a lab report to get any credit for a particular lab. Each lab is graded out of 25 possible points. There are eleven labs plus two assessment tests over the semester.

Your lab score will be calculated as

\[
\text{Lab Score} = \frac{(\text{Sum of 10 best lab scores}) + (\text{Score on Second Assessment})}{11}
\]

If you have completed the first assessment test and the Excel exercise, then you will get 25 points which will be used to replace your lowest non-zero lab score. If you miss more than one lab during the semester, you will be losing points.

The maximum score is 25. Your score will be passed on to your lecture instructor to be included in your course grade. Since this course is counting for most students as part of the required lab science sequence, you will not pass the course unless you successfully pass the lab by attending and completing the work for at least 8 labs.

6. **Lab makeup (with another section only)**

You may not come to lab more than half an hour after the lab has started. During a semester you may make up two missed labs by attending another section. You must fill out a Lab Make up Form and have the permission of the instructor in the make-up lab. Turn your homework in to the instructor of the make up lab. You may not make up more than two labs without special permission from the lab coordinator. E-mail your regular TA to let him or her know if you have attended another section. There is no other provision for making up missed experiments.

7. **Lab Policies**

State law forbids eating, drinking, or smoking in the lab room, and the instructors are required to enforce this rule. University policy requires that all cell phone, pagers, and similar devices must be turned off and earphones must be removed. If you are expecting a call due to some emergency, talk to the lab instructor at the start of the period.

Equipment is expensive and should be treated with the proper care. The TA may lower the grade if a student is careless with equipment. If something seems to be broken, or is not working properly, call the TA; do not try to fix the equipment yourself.

8. **Labs, class tests and the final exam**

Some questions on your class tests and the final exam may be from the labs since the labs and lectures are interconnected. It is highly recommended that you attend all the labs. You will be responsible for all the material, even if you did not attend the lab.