

Auburn University Physics Laboratory Policy

The primary purpose for the lab component of your physics course is to provide you with the opportunity to learn, reinforce, and practice physics in a small class, hands on, user friendly environment. The emphasis in the lab is on physics concepts. Most of the concepts you will work with in lab are concepts which you will also work with in lecture. Your approach to each week's lab should be as follows:

1. Determine which physics concepts are involved.
2. Study and/or review these concepts before class.
3. Establish how the lab is going to help you become more knowledgeable regarding these concepts.
4. Use the lab experience as an opportunity to learn, reinforce, and practice these concepts.

Do not leave the lab until you are comfortable with the concepts involved and you are confident of your ability to demonstrate your knowledge of these concepts

The key to Physics Lab is the concepts --- don't leave lab without them!!!

A. ATTENDANCE

1. ATTENDANCE IS MANDATORY FOR ALL LABS!

2. Absences: A grade of zero will be assigned for any missed experiment. If a student knows that they will miss a lab in advance, they should communicate the reason to their lab instructor as soon as possible. If the lab will be missed for a valid university excuse, the student may be allowed to attend another section to makeup the lab by making arrangements with the Lab Manager.
3. Tardiness: Tardiness will not be tolerated. Students who are more than 5 minutes late to lab can expect deductions from their grades. A student who is more than 15 minutes late may be requested to work by himself if equipment is available or be denied access to the lab.
4. Makeup Labs: After a student misses two labs and has a valid university excuse for **both** of the labs that were missed, the student will be allowed to makeup one of the labs. If a student misses more than two labs, the student will be allowed to makeup the following number of labs:

$$(\# \text{ of Makeup Labs}) = (\# \text{ of Valid Excuses}) - 1; \quad \text{maximum of 3 make-up labs}$$

Only properly documented excused absences will be approved for a makeup.

Once a student has missed their second lab, a makeup request must be made in person to the Lab Manager. All makeup requests should be turned in within 1 week of the second missed lab. Makeup labs will be periodically scheduled for Friday afternoons or Saturday mornings.

B. REQUIRED MATERIALS

1. Labs: Students are required to bring their Textbook, Calculator, and general supplies such as pencils and paper to every lab. Not all of the labs procedures are printed in the lab manuals. In such cases, handouts will be provided. However, most of these handouts will be in the form of a Data Sheet, and the theory/procedures may not be provided. It is expected that the student will use their textbook to determine a procedure. Even if the theory/procedure is provided in the lab manual, students are still required to bring their textbooks to help clarify the theory and to help answer any question that may be asked.
2. Recitations: Students are required to bring their Textbook, Calculator, and general supplies such as pencils and paper to every Recitation. In the event that quizzes are given, students will not be allowed to share Textbooks or Calculators, and the TA will not allow a student to borrow Textbooks or Calculators.

C. LABORATORY WORK

1. Preparation: Each student is expected to **read the entire experiment** carefully **before** coming to the laboratory session. There is a limited amount of time available to carry out the experiments; therefore this requires that each student be familiar with the theory and laboratory procedure before coming to the laboratory and that each student be able to work efficiently in the laboratory.
2. Laboratory Safety and Policies: Students must observe proper safety precautions in the laboratory. Any student who refuses to follow laboratory safety regulations will be asked to leave.
 - a) **No Smoking**: Smoking is not allowed in Parker Hall. Gas lines are on all floors.

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- b) **No food** is allowed in the lab or recitation. Drinks are permitted only if they are in a re-sealable container (i.e. a bottle with a screw on top, a water bottle with a pull out spout). *Cups with a straw and lid and open cans are not considered to be re-sealable.*
- c) Broken or missing equipment must be reported to the lab instructor. Do not borrow equipment from another station without the permission of the lab instructor. Students will be held accountable for broken and missing equipment if it is determined that the equipment was lost or damaged due to negligence or abuse.
- d) Closed shoes must be worn at all times. Open toed shoes, clogs, sandals, etc. are not permitted to be worn in the laboratory. Absolutely **no bare feet** allowed in the lab.
- e) Horseplay, pranks, or other acts of mischief can be extremely dangerous and are prohibited in lab.
- f) Report any accident, however minor, to the instructor at once.
- g) Proper electrical safety must be observed in all labs involving electricity.
- h) Any chemicals used during lab must be returned to the containers they were obtained from immediately after they are finished being used. Chemicals **should not** be poured down the sink unless instructed to do so by your instructor.
- i) Students **MUST** clean their benches and neatly return all lab equipment to its proper place before leaving the laboratory. Failure to properly clean up after lab may result in a reduction of the grade for the lab.
- j) Cell phones should be turned off or set to a single beep and/or vibrate mode while in class.

3. **Cheating:** Cases of dishonest practices discovered in the laboratories will be penalized. Because of the seriousness of these cases, it is felt that all students should be informed and should be cautioned against indulging in any laboratory practices which may place them under suspicion. Old laboratory reports, or parts of old lab reports, will **not** be brought to any laboratory, regardless of whether the original work was your own performed in previous semesters or the work of someone else. The copying of data, computations, problems or write-up is regarded as cheating. Although students may conduct experiments as partners in the laboratory, the completion of computations and the writing of the report will be done on an individual basis. The student is referred to the statement on cheating in the current Tiger Cub.

D. REPORTS

1. During lab, all data will be collected and a report will be completed in a format suggested in the general instructions of the Laboratory Manual. The report is to be handed in at the end of the lab period.
2. The graded lab reports will be returned for review during the next lab.
3. Your Lab Instructor must initial and date your report at your workstation before you leave. Before initialing your report, the Lab Instructor will determine that your work station is in good working order and that all equipment is accounted for. Your report will not be graded if the Lab Instructor does not initial it before you leave.

E. LECTURE AND LAB SIMULTANEOUS ENROLLMENT

You must be **simultaneously** enrolled in the **lecture and lab** part of the course. Any student who withdraws from the course must simultaneously withdraw from the lecture and the lab.

F. GRADING

1. There will be one report per lab, each of equal weight.
2. At the end of the semester, the low lab score will be dropped. If you missed a lab and received a zero, that will be the score that is dropped. After the low score is dropped, the remaining scores will be averaged.
3. After the average is obtained, it will be reported to the course instructor as a percentage. Students should consult their course syllabus in order to further determine how their lab grade is incorporated into their overall course grade.