

# General information and lab rules

1<sup>st</sup> year physics laboratories

University of Ottawa - Brightspace Lab website

<https://uottawa.brightspace.com/d2l/home>

# INTRODUCTION (1<sup>st</sup> LAB)

- Introduction of your lab demonstrator teaching assistant(TA).
- Attendance will be taken at the beginning of the session. If a student's name is not in the group list, they should go to the service counter at STM 377 **right away**.

# LAB ORGANIZATION

- There are 5 labs total on a two-week schedule.
  - Each session is **2 hours, 50 minutes** and start on time! (10 am or 2:30 pm) (**spring**: 1:00 pm).
  - For each lab you must complete the **lab report** and for **most** labs there is also a **pre-lab test**.
    - Some reports are **take-home** and are due after one week at 5:00 pm (**spring**: 4:00 pm). The report drop box is in the *central corridor* of STM 3<sup>rd</sup> floor, south tower.
    - Some reports are **written in-lab** and are due at the end of the lab session (12:50 pm or 5:20 pm, **spring**: 3:50 pm).

# LAB ORGANIZATION

- Students work in groups of 2 or alone.
  - You will share data collection with your partner but all students **MUST WRITE AND SUBMIT THEIR OWN LAB REPORT IN THEIR OWN WORDS!**
- Lab report templates are found on the Brightspace LAB website.
  - You must **print out the report template before coming to the lab!**
  - You may reproduce the template by hand if you do not have a printed copy. **It must be neat.**

# LAB ORGANIZATION

- Labs are worth 20% of your final course mark. Check “Grades distribution” in Brightspace for the breakdown.

## **Sample evaluation (PHY 1121)**

- **Exp. 0: 7%** (General information test: 0.5%, Measuring techniques test: 2.5%, Error propagation test: 3%, Repeated Measurements test: 1%)
- **Exp. 1: 17%** (report: 17%)
- **Exp. 2: 19%** (pre-lab test: 2%, report: 17%)
- **Exp. 3: 19%** (pre-lab test: 2%, report: 17%)
- **Exp. 4: 19%** (pre-lab test: 2%, report: 17%)
- **Exp. 5: 19%** (pre-lab test: 2%, report: 17%)

Other courses may have a slightly different evaluation scheme.

# PRE-LAB TESTS

- For most of the experiments there is a pre-lab test to complete in Brightspace.
  - The tests are not mandatory to attend the lab sessions but they are included in your final lab grade.
  - They are available until 30 minutes before the beginning of the lab session (eg. until 12:30 pm for a lab at 1 pm).
  - Each test has a 1 hour time limit but you can complete the tests up to 10 times and only your highest mark will be recorded.
  - Don't wait until the last minute, there will be no extension or make-up test for students experiencing technical problems at the last minute!

# LAB RULES AND REGULATIONS

- Labs begin on time. If you are more than 20 minutes late then you will not be allowed to participate in the lab session!
- Take-home reports are due one week after the session at 5:00 pm (**Spring**: 4:00 pm).
  - Late penalty: 1 day late is -10%, 2 days late is -20%.
  - If you submit more than 2 days late your mark is zero.
- In-lab reports are due at the end of your lab session. If you don't submit the report on time your TA will not grade it.
- All uOttawa plagiarism rules apply to your lab reports!

# LAB RULES AND REGULATIONS

- Safety: Closed-toed shoes are required. Lab coats and goggles **are not required.**
- Students should leave their personal belongings on the hooks at the back of the classroom.
- No eating or drinking in the labs.
- Please respect the lab equipment. The sensors you use are expensive!
- Students are expected to tidy their stations before leaving the lab.



# MISSING A LAB...

- If you know you are going to miss a lab session, please contact the lab personnel by email: [phylab@uottawa.ca](mailto:phylab@uottawa.ca) or go to the service the counter at STM 377 to schedule a make-up lab. This must be done **as far in advance** as possible.
- Absence from any lab session must be justified. Students should make arrangements with the laboratory staff **WITHIN ONE WEEK FOLLOWING A MISSED LAB SESSION**. If you cannot come in person, please at least email the lab coordinator to explain their situation.
- Any missed lab without a legitimate reason can not be redone.
  - Missing a lab due to misreading the schedule or other course obligations is unacceptable.