

**EE 308****Laboratory Grading Policy 2006**

In the laboratory sections, you will be required to keep a lab book and to write several formal reports. You must leave your lab book in the lab after your lab session. If you need your lab book before it is graded, you can get it from the TA. However, you should **not** remove your lab book from the lab until it is graded.

The Wednesday section lab books will be graded and ready for pickup by Friday.

The Monday section lab books will be graded and ready for pickup by Thursday.

You should do your prep work for the lab on separate sheets of paper before you come to your scheduled lab session. Your lab grade will be divided into two parts: (i) preparation before the lab, and (ii) the official record of your work in the lab.

In preparation for the **LAB**, the **PRELAB** will be handed in at the start of the lab.

Your lab grade will be determined as follows:

- **30% on your lab book preparation grade.**
- **50% on you lab book record of your work in the lab, and your ability to function in the lab.**
- **20% on the formal reports.**