**[Important Notice about Attending Classes and Submitting Experiment Reports, Read Carefully]**

1. The **Course Schedule**, **Instruction Book** and **Experiment Report Template** have been uploaded. The **Course Schedule** contains the group information of each student (a total of 19 groups). Find your group and go to the correct place on time for class. The report of each experimental project is written using the corresponding **Experiment Report Template**.
2. If you cannot attend class on time for some reason, you can refer to the **Course Schedule** and find another time to attend class and complete the corresponding experimental project. However, the prerequisite is that there are extra experimental equipment, so it is best to attend classes on time according to the schedule.
3. Read the **Instruction Book of University Physics Experiment** carefully before class, and be sure to complete the “Pre-Lab Preparation” part of the **Experiment Report Template** (answer the questions by handwriting, which can be printed out or written on a Pad). Those who have not completed the “Pre-Lab Preparation” part cannot attend class.
4. After the experiment is completed, give the original data to the teacher for inspection. The teacher will sign and score it. And then, you can leave the laboratory after you have packed up the experimental equipment.
5. The rest of the experiment report can be written by hand or on an electronic device. Refer to the **Excellent Experimental Report**, integrate the Pre-Lab Preparation, original data and other parts into a pdf document as the **Excellent Experimental Report** (can be processed with the **"扫描全能王" App**). Data processing and drawing can be written by hand or completed with computer software such as MATLAB, and uploaded as required.
6. Submit an electronic version of each experiment report to the cloud disk. The submission link will be sent to this QQ group later.
7. Submit the corresponding experimental report **within one week** after completing the experiment.
8. **Note:** Only one **PDF file** should be uploaded for each experimental project. Do not upload word, pictures, folders, compressed files, etc. When submitting, fill in your name, student ID, and experiment name correctly according to the system requirements (this is very important. Failure to follow the requirements may result in the submitted report being invalid and without a grade).
9. Incorrectly submitted reports can be resubmitted, and the most recent submission will prevail.