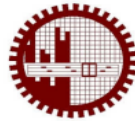


LAB REPORT WRITING GUIDELINES

Since you are studying in Engineering, you have to write a lot of reports/assignments while completing the B.Sc Engineering Degree. Writing a report is an art and you have to maintain some basic rules/guidelines while writing it. I am briefly explaining these basic rules/guidelines for writing an engineering report:

1) Cover Page:

The very first page of your lab report should be a top sheet/cover page. An image of a **probable** (you don't have to create exact cover page like shown below) cover page is given below:



BANGLADESH UNIVERSITY OF ENGINEERING AND TECHNOLOGY

Electrical and Electronic Engineering

Course No.: EEE 428

Group No.: 01

Course Title: Measurement and Instrumentation Laboratory

Exp. No.: 07

Name of the Exp.: "Design of an Active Low-pass Butterworth Filter"

Students' No.: 0606001
0606009
0606015
0606020
0606043
0606049

Level 4

Term 2

Date of Performance: 24.09.2011

Date of Submission: 08.10.2011

Using above image as an example of Cover page, you must include the following on your cover page:

- Your University Name in **BOLD** Letters.
- Course Code and Course Title.
- Experiment Number and Experiment Name.
- Group Number, Name of the Students and his/her ID who submitted the lab report.
- Date of performance of the lab experiment.
- Date of submission of the report.

2) Other sections of Lab Reports:

a) Objective:

In this section, you have to write briefly about what is the objective of this experiment and what outputs or results will be determined throughout this experiment. **3-5 line is enough for this section.**

b) Components Used:

Whether it is a hardware or software lab, you have used some instruments/simulation software to see different outputs/graphs/results right? In this section, you have to mention these components/instruments/software name. For example, In DLD Lab's first experiment, you may use Logisim software to simulate different logic circuits, DLD Trainer board, jumper wires, AND, OR, NOR, XNOR, NOT ICs to create different circuits. You have to mention these things in this section like this:

- i) AND IC (IC name should be written), OR IC, NOT IC etc.
- ii) Jumper Wires
- iii) DLD Trainer Board
- iv) Logisim software

c) Theory:

In this section, you should briefly explain the theoretical background behind the experiment. For example, if you use AND, NOT IC, then explain in short, the circuit of these IC, logic functions, truth table and what is the output you may get while using these ICs.

d) Problem/Design Solve Procedure:

There may be some problems/questions mentioned in the lab sheet. You have to solve these using the Logisim software or in Hardware/DLD Trainer Board. In this section, you have to write in details about how to solve these problems/or what is the circuit behind the specific problems. So, you have to add:

- i) Circuits you used to solve the specific problems.
- ii) Circuit figure used in the simulation software **(if you have used software, then you should give the software's schematic circuit diagram by using snipping tool in your computer, handwritten figure in this case is not allowed).**
- iii) Output of the circuits **(Again if you have used software, then you should give the software's schematic circuit diagram with the results by using snipping tool in your computer, handwritten figure in this case is not allowed).**

e) Discussion:

This is always the last section of a lab report. In this section, you have to write about what you learnt throughout this experiment. What are the problems you faced while experimenting and how these circuits can be used in real life. **Remember, Discussion is an important part of any lab experiment. So, a well thought discussion section should be articulated while writing a lab report.**