Lab Checklist for
STAT 445/645 Intro to Statistical Computing

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Please use this checklist [1] to ensure that your lab report is well prepared. I recommend adding and sharing your own ideas for this list.

Checklist

☐ **1. Completeness**
  ☐ Answered all major questions (e.g., **1a).**
  ☐ Answered all minor questions within questions (e.g., is that surprising?).
  ☐ Attempted all challenges.

☐ **2. Accuracy**
  ☐ Asked classmates about any questions I'm unsure of.
  ☐ Asked the instructor any questions that we're unsure of.
  ☐ Checked with classmate(s) on all answers and came to a consensus.
  ☐ Answered all questions precisely (e.g. give your answer in Mb not bytes).
  ☐ Double checked for bugs or conceptual errors after drafting the responses.

☐ **3. Presentation**
  ☐ Used RMarkdown to "fontify" code, responses, and output.
  ☐ Designed, labeled, and placed figures appropriately.
  ☐ Organized responses near the question asked.
  ☐ Edited code for readability and brevity.
  ☐ Modified code so that it's output is concise and readable.

☐ **4. Communication**
  ☐ Used appropriate language and vocabulary.
  ☐ Commented code appropriately.
  ☐ Answered the questions and only the question directly (no fluff).
  ☐ Double checked spelling and grammar.
  ☐ Edited my responses to be concise yet thoughtful.

References

[1] Gawande, Atul (2010) *The Checklist Manifesto*, vol. 1. Penguin Books