

**Santa Clara University**  
**Department of Electrical Engineering**  
**Logic Design Laboratory - ELEN/COEN 21L**  
**Spring Quarter 2016**

## **ELEN 21 Lab Reports: Content and Format**

Lab reports are required for each lab unless otherwise announced.

**Report content** – The basic requirement of a lab report is that it must stand on it's own. It must contain sufficient information so that you or someone else could re-create your lab work without reference to the original lab procedure.

### **Report format**

1. A **cover page/sheet** listing the course number, lab number and topic, your name(s), your lab section and the date of the report. **Don't forget to include the cover page.**
2. A paragraph listing the **lab objectives**.
3. Briefly describe **the procedures** you used for each section of the lab.
4. **Circuit diagrams (schematics)** for each circuit you simulate or build.
5. **Screenshots** of plots/waveforms when asked for in the lab procedure
6. Label all your figures with a number and title. Reference the figure from the report text using the figure number.
7. **Answer all the questions** posed in the handout and follow the instructions. **Most low grades on lab reports can be traced to not answering the questions.**
8. The report ends with a **conclusion section**, summarizing what was learned.
9. **References**. Documents used like datasheet, tutorials, external links etc.

### **Please note:**

1. Lab reports must be turned in **electronically (softcopies) in to CAMINO** by 2:00pm before the start of the following week's lab session. Late reports will not be accepted.
2. The same grade will be given to all people in the group, regardless of individual contributions to the report. Each member must proofread the final report before submission.
3. Grading will become stricter as the term progresses. Errors identified in earlier reports will have more points taken off if they are repeated in later reports.

**A sample Lab Report is attached for your reference.**