A Concise Title of your Lab Report can be Entered Here

***This template has been designed as a starting point for you to write up your reports. Each section of this template contains some guidance on what belongs in that section. You may use the formatting and design found here, or you can choose another style if you wish. If you use this template, you are expected to replace the text and images found here with your own words and images.***

# Abstract

An abstract is a summary of the entire project, not an introduction to the project. Therefore, at a minimum, the abstract should contain at least one sentence summarizing each section of the report. Here is a good guide to writing the abstract. Write 1 or 2 sentences under each bold title below, using the bullet points as a guide.

**Background**

* Briefly state the topic of the current project and its importance

**Introduction**

* Clearly state the aim(s) of the project and any hypothesis, if available

**Methods**

* Provide a quick summary of the key materials and methods

**Results**

* Mention/highlight the key results found. Avoid the raw data whenever possible and provide only the summaries

**Conclusion**

* Mention the main take-home message and comment on whether you feel the goals of the project have been achieved or not.
* Briefly state any implications, speculations, or recommendations

Now, remove the bold titles and join all the sentences into one paragraph. The whole paragraph should be no more than 250 words

# Introduction

An introduction typically includes background information on the topic and typically ends with the goals of the report. Any facts that are stated here should contain a citation to an entry in a bibliography. For many of these labs, you will not have to cite sources. However, for your final project, if you conduct research and use academic journals or other sources, you would be required to cite those sources.

When writing the introduction for most of these lab assignments, a good idea would be to re-state the purpose of the lab assignment. You may want to include any learning objectives provided at the start of the lab instructions. In your own words, just describe what the lab is about and what you expect to learn.

Your introduction may also contain a “locator map” this is a map that is designed to show the reader where the site of the project is in relation to known landmarks, such as counties or states. Below is an example of a locator map suitable for a lab report in the form of a “figure’. As a rule of thumb, maps for reports should be no larger than **6 inches** in any direction. You should change the page and print set up in ArcMap as well as the data frame size to the dimensions you plan to export to. Further instructions on how to do this will be given in class.

Points may be taken off for inappropriately sized maps.



Figure 1: This is an example of a locator map. Instead of a title in the map body a title or description goes here.

# Methods

Your methods section should contain a narrative or summary of the steps performed during the lab assignment. You should describe the techniques and the tools you used to complete your work. You may also want to mention and describe the data sources and where they originated from. When you do this, you can include the website url if you downloaded the data from somewhere. If you use acronyms, you should define them on first use. Ideally a methods section should be detailed enough so that someone who has not read the instructions has an idea of what you did. However, you do not have to list every single step in detail. Try and summarize in your own words.

# Results

The results section is where you should place your final output. Many of the graded components of the lab assignment will belong here including charts, tables, maps. The section should start with an opening paragraph where you summarize the results of the lab assignment in your own words. This section may only require one paragraph, followed by tables and maps. *Answers to numbered lab questions may also be placed in this section.*

Read the lab instructions carefully to understand what belongs in this section. If in doubt, ask the instructor.

Table 1: Use a table caption and describe the contents or purpose of the table

|  |  |  |  |
| --- | --- | --- | --- |
| **Land Use Type** | **Number of Parcels** | **Number of Acres** | **Percent of the Total** |
| Agriculture | 196 | 2713 | 2.1 |
| Religious | 1458 | 50046 | 0.01 |
| Urban | 103 | 400 | 0.7 |
| Industry | 22420 | 17333 | 0.09 |
| Open | 1191 | 1794 | 25 |
| Residential | 103 | 2094 | 5.0 |
| Timber | 3005 | 581221 | 57 |
| Commercial | 1077 | 14480 | 0.08 |
| Public | 23165 | 115593 | 0.6 |
| Tribal | 8026 | 1312892 | 4.0 |



Figure 2: Site Maps and other types of maps usually belong in the results section. Each should have a caption.

# Conclusion

Your conclusion should be a summary of the lab assignment as well as your own thoughts and opinions about the lab. It may be a good idea to restate the learning objectives and perhaps comment on whether or not you felt they have been met. Optionally you may also want to include your thoughts on how that particular lab assignment could be improved upon. We would welcome your feedback in order to try and improve the labs.

# Acknowledgements

This is an optional section, but should be included if you have funders that sponsored your work. Thank them and everyone else you received help and resources (data, software, space, etc.) from.

# Bibliography

This section would be used if you cited sources. You should use a standard citation format such as APA or MLA.

Planning Commission, “Humboldt 21st Century: General Plan”, Humboldt County Website, Humboldt County Planning Division, March 13th, 2008, < http://co.humboldt.ca.us/gpu/documentsplan.aspx>

Marris, P, 1982, Community planning and conceptions of change, Routledge & Kegan Paul, ISBN 0710093497.

Minca, C., 2007, Humboldt's Compromise, or the Forgotten Geographies of Landscape, Progress in Human Geography, Volume 31, Issue 2, Pages 179-193.