

**ELE339, Electronics I Laboratory  
Lab Policy**

Lab work will be conducted by teams of 2-3 students.

A Lab assignment consists of:

a) Preparatory work (Pre-Lab) and a Pre Lab report.

Pre-Lab reports will be submitted by each team member to the TA in a typed format at the beginning of the Experimental session of the Lab.

b) Hands on **Experimental** assignment and an Experimental Lab report.

The Experimental work is performed in the lab during regular lab hours and, if necessary, during off-hours.

**Due to safety considerations, at least two students must be present in the lab during off-hours work.**

Each Team member has to have a personal notebook and a personal breadboard.

The detailed execution of an experiment and its results must be recorded in the student's Lab-notebook in a clear format during the execution of the assignment.

All Team members will contribute to the common Experimental Lab report.

The role of each team member in the execution of the experimental assignments will be clearly noted. Team members are encouraged to comment on their experience

Working with their team members and suggest improvements to the lab work following their own experience.

The lab report will be handed-in not later than a week after the last date assigned to the specific lab. Unjustified delayed submissions of the pre-lab or Experimental Lab report will result in a lowered grade.

The grade of each Lab assignment will consist of the Pre-lab report grade (30%) and the Experimental Lab report grade (70%).

While the grade for the Experimental Lab report is a team grade (same grade for all team members), the Pre-lab report is an individual grade (each team member's report is independently graded.)

Some teams may be notified in the beginning of each lab session that they were elected to demonstrate the execution of one or more assignments, which were supposed to be included in their submitted lab reports. Failing to properly perform will result in a lowered grade.