

## Tips for writing a good lab book

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Keep track of any lab activity in the lab book. Take time to update the lab book, preferable after each activity. Do not postpone updating your lab book.

Remember: It is an official document!

Consider digital lab book, but have a notepad close to you all the time. In general, when possible and manageable follow the rules and guidelines of Good Laboratory Practices/Good Scientific Practice/ Good Documentation Practice. These practices will help you keep your lab books in the most optimal way to ensure reproducible experiments as well as provide

### Highlights:

- Organize the page layout preferably using the same template. It saves time.
  - Your name
  - Page number
  - Experiment number
- Create from the beginning a suitable experiment numbering system, where related experiments can be sorted and linked.
- Create a numbering system for reagents produced by your experiments, so all experimental products have an unique ID.
- Purpose of the experiment
- Experiment setup preferable with illustrations/pictures.
- Reagents ID and quantities used
- Write actual temperature conditions (instead of just "room temperature") both for storage of samples and incubation.
- Write actual pH values, incubation time etc.
- Equipment ID and settings
- Document all results and observations
  - Note any specific or unusual observations during the experiment. Take time to write more detailed than you think you need.
  - Insert printed photos of the setup and results.
- Date and sign the page after each experiment/workday.