



ANKARA YILDIRIM BEYAZIT UNIVERSITY
Faculty of Engineering and Natural Sciences

PHYS103 – Physics Laboratory I

Course Rules & Report Preparation Guidelines

Please read the following course rules carefully and make sure you fully understand them. Students are responsible for following these rules throughout the semester and for adhering to the guidelines for preparing laboratory reports.

- Students must attend the laboratory **only in the section assigned to them and announced on AYBUZEM**. Students are not permitted to attend another laboratory section without prior permission.
- Laboratory sessions have been scheduled during daytime hours and not in the early morning. Therefore, **latecomers will not be admitted to the laboratory under any circumstances**.
- Students may miss up to **ONE** laboratory session. Missing more than one session will make the student ineligible to take the final exam and will result in failing the course.
- Students who **do not attend an experiment** cannot submit its report; any such report will be considered invalid and receive a grade of **0**.
- Students who **attend an experiment but do not submit the corresponding report** will receive a grade of **1** for that experiment.
- Students should bring the relevant experiment manual to every laboratory session.
- Laboratory reports must be **handwritten and clearly legible**. Students are responsible for ensuring that their reports can be read clearly. **Illegible reports will not be graded**.
- Reports should contain **name, surname, student number, and signature** on the **top-right corner of every page**. Reports missing any of these elements will be considered invalid and will receive a grade of **0**.
- When a graph is required in a laboratory report, it must be prepared using **Excel, MATLAB, Python, or another appropriate software program**. Hand-drawn graphs will **not** be accepted.
- Reports that are identical or substantially similar to those submitted by other students will be considered **plagiarism** and will receive a grade of **0**.

- Reports must be submitted within **one week** after the experiment. **Late submissions will not be accepted and will receive a grade of 0.**
- Students are required to upload reports to **AYBUZEM** as a scanned PDF. The file name must adhere to the following format:
Group No – Student No – Student Name.pdf
Example: Group5 - 123100541 - Ahmet Aydın.pdf
- Experiment grades will be announced weekly.
- Students wishing to appeal an experiment grade must do so **within one week of the grade announcement**. Appeals submitted after this period will not be considered.
- The course grade will be calculated as follows:
 - **Midterm: 40%** — average of all laboratory report grades.
 - **Final exam: 60%** — separate written examination.
- **Students must follow all laboratory safety instructions and use equipment only as instructed.** Any accident, damage, or unsafe condition must be reported immediately to the responsible research assistant.
- For laboratory-related questions, contact the research assistant responsible for your department.

Student Acknowledgment

☐ I confirm that I have read and understood all PHYS103 Laboratory course rules and report preparation guidelines stated above. I agree to follow these rules throughout the semester and accept responsibility for any consequences resulting from failure to comply with them.

Name & Surname:

Student ID:

Signature:

Date:

PHYS103 Course Instructors

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