

Laboratory Etiquette

- Other students use the workspace and equipment that you use in this laboratory. Always leave your workspace clean. Laboratory instructors can deduct penalty points for poor housekeeping. There are detergents for glassware, hand soap and paper towels available at each workstation.
 - In addition, much of the equipment is usually quite expensive. Treat the equipment with care. Balances are especially sensitive, expensive devices. Never weigh chemicals directly on the pan. Corrosive materials can damage the steel pan. Use a container such as a beaker or flask. Remove the container from the balance, add the chemical, and then replace the container on the balance. If you spill anything on the balance, please notify the instructor immediately.
 - If you find a piece of equipment that is not in good working order, notify your instructor immediately.
 - When working with "community reagents", take the reagent bottle to your desk, use immediately for your step and promptly return the bottle to the correct location.
 - Never lay reagent bottle stoppers or caps on the lab bench. The entire reagent may become contaminated. In addition, the residue on the bench may be hazardous and linger for days or weeks. This could injure someone well after the fact. Hold the stopper in your other hand while you get the material out of the bottle. Replace stoppers immediately and completely.
 - Many chemicals have strong or toxic odors and should be used in a fume hood only. For example, acids and bases can be particularly hazardous. If you are not sure, be on the safe side and use your hood.
 - Cell phones and music players are inappropriate in lab.
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