# IGNOU Practical: Three Sample Record Entries

A computer lab task, a physics experiment and a psychology test report, laid out the way a practical record entry is usually written, with every observation box left empty for your own work.

## Read this page first

**SAMPLE FOR STUDY REFERENCE, NOT FOR SUBMISSION.** These three entries show layout and wording only. They contain no readings, no program output and no test scores, because those must be yours.

**How it was made.** The ignouproject.com editorial desk prepared this file with AI assistance, working from these IGNOU documents, all read in November 2026: the IGNOU Common Prospectus (July 2026); the BCA_NEW Programme Guide (May 2026); the B.Sc. (Multidisciplinary) Programme Guide (2025); the M.Sc. (Biochemistry) Programme Guide (January 2024); the MJML-220 Practical Manual (SOJNMS); and IGNOU RC Bhubaneswar's psychology practical guidelines (January 2022). Every rule quoted was checked against those documents. This is not an IGNOU publication and carries no IGNOU logo.

**What you must do yourself.** Square brackets [ ] mark what only you can supply: your name, enrolment number, centre, dates, your own readings, outputs and test scores. Every reading and result in a practical record must come from work you did in the session. Copying another learner's readings, or writing readings for an experiment you did not perform, is copying. The MJML-220 Practical Manual, for one, says a portfolio may be rejected if copying or other malpractice is found; your own course's handbook gives its rule.

**Your course decides.** The experiment list, the record format, the marks and the attendance rule come from your own course's lab manual, practicum handbook or programme guide. Where your course gives a format, follow it over this file.

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# Entry 1: a computer lab task

Layout for a programming lab such as the C and Python Lab (MCSL-205) or the Data Structures and Algorithms Lab (MCSL-209) of BCA_NEW (Common Prospectus, July 2026, p. 213). The BCA_NEW Programme Guide (May 2026) counts lab records inside the lab assignment, so the record is marked, not decoration.

| Field | Write here |
|---|---|
| Entry and session number | [Entry 4, session 7 of 20] |
| Date of the session | [DD Month YYYY] |
| Course code and title | [for example BCSL-xxx, as printed in your programme guide] |
| Learner Support Centre | [name and code] |

### Aim

To write a program that reads N integers from the user and prints them in ascending order using bubble sort, and to test it on the inputs listed below.

### Algorithm (in your own words)

1. Read N, then read the N integers into an array.
2. Repeat for pass = 1 to N - 1: compare each adjacent pair from the first element up to the last unsorted one, and swap the pair when the left value is larger.
3. If a whole pass makes no swap, the array is already sorted, so stop early.
4. Print the array.

### Program listing

[Paste or write the program you typed and ran yourself in this session, with comments. Do not copy a listing from a book, a website or another learner.]

### Test cases

| No. | Input you gave | Output expected | Output your program printed | Matches? |
|---|---|---|---|---|
| 1 | [ ] | [ ] | [ ] | [ ] |
| 2 | [ ] | [ ] | [ ] | [ ] |
| 3 | [ ] | [ ] | [ ] | [ ] |
| 4 | [ ] | [ ] | [ ] | [ ] |

Suggested test cases to choose from: an already sorted list, a list in reverse order, a list with repeated values, a list with negative numbers, and N = 1.

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### Result

The program [did / did not] sort all [number] test inputs correctly. [If any case failed, say which one and what you changed.]

### Points to prepare for the viva

Why bubble sort needs at most N - 1 passes; how the early stop changes the number of comparisons; how you would sort in descending order instead.

| Signature of learner | Counsellor's remarks and signature with date |
|---|---|
| [ ] | [ ] |

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# Entry 2: a physics experiment

Layout for a science laboratory block of the kind the B.Sc. (Multidisciplinary) Programme Guide (2025) describes at the Study Centre. The B.Sc. (Multidisciplinary) Programme Guide (2025) evaluates guided experiments as continuous evaluation (70 per cent) and the unguided experiment in the last session as the term-end part (30 per cent). Your lab manual decides which experiments you do; this entry shows layout only.

| Field | Write here |
|---|---|
| Experiment number and date | [ ] |
| Course code and title | [as printed in your lab manual] |
| Batch and Learner Support Centre | [ ] |

**Aim**

To determine the acceleration due to gravity, g, using a simple pendulum.

**Apparatus**

Retort stand with clamp, a small metal bob, light inextensible thread, a stopwatch, a metre scale and vernier callipers (to measure the bob's diameter).

**Theory**

For small oscillations, the time period of a simple pendulum is $T = 2\pi (L / g)^{1/2}$, where L is the effective length from the point of suspension to the centre of the bob. Rearranged, $g = 4\pi^2 L / T^2$. A graph of L against $T^2$ should be a straight line through the origin, and $g = 4\pi^2 \times$ (slope).

**Procedure**

1. Measure the bob's diameter and add its radius to the thread length to get L.
2. Displace the bob through a small angle (a few degrees) and release it without pushing.
3. Time 20 complete oscillations; repeat once more and take the mean.
4. Repeat for at least five different lengths.

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### Observation table (fill in during the session)

| No. | Length L (cm) | Time for 20 oscillations, trial 1 (s) | Trial 2 (s) | Mean (s) | T (s) | $T^2$ ($s^2$) | $L / T^2$ |
|---|---|---|---|---|---|---|---|
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |

### Calculation

Mean $L / T^2$ = [ ] cm $s^{-2}$. $g = 4pi^2$ x mean $(L / T^2)$ = [ ] cm $s^{-2}$ = [ ] m $s^{-2}$. From the graph: slope = [ ], g = [ ] m $s^{-2}$.

### Result

The value of g found in this experiment is [ ] m $s^{-2}$. [State how close it is to the value your manual quotes, and why it may differ.]

### Sources of error and precautions

Large amplitude makes the small-angle formula inaccurate; air resistance and a stretching thread change the period; reaction time affects the stopwatch reading, which is why 20 oscillations are timed rather than one.

| Signature of learner | Counsellor's remarks and signature with date |
|---|---|
| [ ] | [ ] |

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# Entry 3: a psychology test report

Layout for a practicum notebook entry in psychology. IGNOU RC Bhubaneswar's practical guidelines (January 2022) describe a typed test administration report with the test enclosed, references in APA (7th edition) where extra material is used, and evaluation split between the academic counsellor (internal) and a viva by an external examiner. Use the tests and the format your own practicum handbook gives; this entry shows layout only.

### Title

Administration of the Perceived Stress Scale (PSS-10) to one adult participant.

### Aim

To measure the participant's perceived stress over the last month with the PSS-10 and to interpret the score with reference to the scale's scoring rules and the interpretation guidance in the practicum handbook.

### Introduction

Stress, in the transactional model of Lazarus and Folkman (1984), depends on how a person appraises a situation and his or her resources to cope with it. The Perceived Stress Scale was developed by Cohen, Kamarck and Mermelstein (1983) to measure the degree to which situations in a person's life are appraised as stressful. The 10-item version (PSS-10) was reported by Cohen and Williamson (1988). [Add two or three sentences of your own on why perceived stress is studied.]

### Method

| Part | Write here |
|---|---|
| Participant | [initials only, age, gender, education, occupation] |
| Tool | PSS-10: ten items about the last month, each answered on a five-point scale from 0 (never) to 4 (very often). Items 4, 5, 7 and 8 are positively worded and are reverse scored (0 = 4, 1 = 3, 2 = 2, 3 = 1, 4 = 0). The total ranges from 0 to 40; higher totals mean higher perceived stress. |
| Setting and date | [ ] |
| Consent and confidentiality | [How you explained the purpose, took consent and kept the participant's identity out of the report] |
| Procedure | [Rapport, instructions read out, time taken, any questions the participant asked] |

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### Results

| Item | 1 | 2 | 3 | 4 (R) | 5 (R) | 6 | 7 (R) | 8 (R) | 9 | 10 | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Response | | | | | | | | | | | |
| Score used | | | | | | | | | | | |

(R) = reverse-scored item. Write the participant's actual response in row 2 and the score after reversal in row 3.

### Interpretation and discussion

The participant's total of [ ] out of 40 indicates [your reading of the score, using only the interpretation guidance given in your practicum handbook]. [Link the score to what the participant reported during the session, note one limitation of a single administration, and keep the participant unidentifiable.]

### References (APA 7th edition)

Cohen, S., Kamarck, T., & Mermelstein, R. (1983). A global measure of perceived stress. *Journal of Health and Social Behavior, 24*(4), 385-396.

Cohen, S., & Williamson, G. (1988). Perceived stress in a probability sample of the United States. In S. Spacapan & S. Oskamp (Eds.), *The social psychology of health* (pp. 31-67). Sage.

Lazarus, R. S., & Folkman, S. (1984). *Stress, appraisal, and coping*. Springer.

[Enclose a blank copy of the test as your handbook directs.]

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# Before your counsellor signs the record

| Check | Done? |
|---|---|
| Every entry is dated on the day of the session, not later | [ ] |
| Every reading, output and score is your own, written in the session | [ ] |
| Index page lists every entry with page numbers | [ ] |
| Front page details match your IGNOU identity card | [ ] |
| Your course's handbook format has been followed where it gives one | [ ] |
| Counsellor's signature collected on each entry your centre asks for | [ ] |
| Practical exam fee paid for the session you will appear in | [ ] |
| IGNOU identity card kept ready for the practical exam | [ ] |

The rules behind the last two rows: the Common Prospectus (July 2026, p. 27) sets the practical examination fee at Rs 300 up to 4 credits and Rs 500 above 4 credits from the January 2023 admission cycle, and says that without a valid IGNOU Student ID Card issued by the University, examinees will not be permitted to appear.

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