

GENERAL INSTRUCTIONS

Please read this before opening the envelope

1. Safety

- 1.1. Wear always the supplied lab coat when at the lab.
- 1.2. Disposable gloves and protective goggles must be worn when working with chemicals.
- 1.3. **Mouth pipetting is strictly forbidden.**
- 1.4. It is not permitted to eat or drink in the laboratory.

2. The lab assistant's directions are to be strictly followed.

3. You are allowed to work only in the space assigned to you. Please put all the equipment for the experiments back to where you took it from. Shared space and shared equipment must be clean after use.

4. You will find the common equipment (**calculators, pens, waterproof marker, pencil, eraser, sharpener, timer, protective goggles**) in a green box at your working place. After you have finished, put it all back in the box and leave it there.

5. Whenever you require help from the **lab assistant, raise your hand** to draw his/her attention. Do not hesitate to ask the lab assistant if you have any questions concerning safety or any other issues. Also, inform your lab assistant when you need to leave the laboratory for a restroom break or having snacks.

6. **Chemical refills/replaced:** Chemicals and lab wares, unless noted, are not supposed to be refilled or replaced. In case you need that, ask the lab assistant, but it might cost you some points.

7. **Disposal:** Leave all chemicals and lab wares at your working space. Chemical waste must be disposed of in the appropriate container.

INSTRUCTIONS FOR THE COMPLETION OF THE TASK

1. You will have a total of 4 hours to complete all tasks.

2. **Start/Stop:** You can begin as soon as the “**Start**” command is given. Stop your work immediately when the “**Stop**” command is announced.

3. After the “**Stop**” command has been given, place your exam papers and graphs (if any) in your exam envelope and wait at your lab space. Make sure that you put your country/team code on every page or graph. The lab assistant will come to pick up your exam paper and all your submitted items as well as check your lab space.

4. You may complete the tasks in any order, individually or as a group. It is recommended to share the overall work between the team members.

5. Answer sheets

- 5.1. All results and answers must be clearly written in the appropriate area on the answer sheets for grading. Anything written outside the appropriate area on the answer sheets will not be considered. Only answers written with pen will be graded.
 - 5.2. Only one signed answer sheet version per team can be handed in and assessed.
 - 5.3. All numerical results should be presented with a reasonable number of decimal places, consistent with precision of your measurement equipment and/or the precision of other given input data, and should be rounded correctly. Inappropriate choice of precision will be reflected with lower marks in that question.
6. All used papers with data and graphs including rough work have to be handed up at the end of the experiment.