**Tables**

The following guidelines should be followed when presenting results in tables:

• All raw data in a single table with **ruled lines and border**.

• **Independent variable (IV) in the first column; dependent variable (DV) in columns to the right**

• **Processed data** (e.g. means, rates, standard deviations) in columns to the **far right**.

• No calculations in the table, only calculated values.

• Each column headed with informative description (for qualitative data) or physical quantity and correct **SI units** (for quantitative data); units separated from physical quantity using either brackets or a solidus (slash).

• **No units in the body of the table**, only in the column headings.

• Raw data recorded to a number of decimal places and significant figures appropriate to the least accurate piece of equipment used to measure it.

• All raw data recorded to the same number of decimal places and significant figures.

• Processed data recorded to up to one decimal place more than the raw data.