

RULES FOR RECORDING EXPERIMENTS

1. Original records are to be in ink.
2. Each notebook page whereon there is recorded a completed experiment should be signed and dated by the experimenter in the space provided.
3. Each notebook page containing a completed experiment should be read and signed by a witness who will place his signature and the date in the space provided. The witness is to be one who understands the purpose of the experiment and the result obtained but who is not likely to be the inventor or a co-inventor. The witness should sign on the same day as the experimenter, or, if this is impossible, as soon thereafter as feasible.
4. Where entries on a single experiment do not completely fill a page, the remainder of the blank page should be ruled out. Where the record of the experiment extends over several pages which are not consecutive, proper cross-references should be inserted.
5. The bound notebook is to be preserved intact. In no case should any page or part of a page be removed.
6. No erasures are to occur in the record. Any corrections or changes should be made by cancellation, leaving the original entry legible.
7. The same rules as to signing, dating and witnessing are to be followed when the original data are recorded on loose sheets or forms other than the standard bound notebook.