

Figure and Table Checklist

Figures and Illustrations

- 1. Did you choose the best illustration format for your data?
 - a. Did you choose text if data can be easily explained there?
 - b. Did you choose a line graph for dynamic comparisons?
 - c. Did you choose a bar graph for findings that can be subdivided and compared?
- 2. Is your illustration and its legend able to stand on its own?
- 3. Did you place information where the reader expects to find it (independent variable on X-axis and dependent variable on the Y-axis)?
- 4. Are your figures easy to read?
 - a. Are points differentiated well?
 - b. Is there a limited number of curves on your graphs?
 - c. Is the lettering large enough?
 - d. Has the key been added to the figure?
 - e. Has a size marker been added for micrographs or other pictures?
 - f. Did you label axes well and include units in parentheses?
 - g. Are tick marks facing outward and are there not too many?
 - h. Did you use the same scales for data meant to be compared?
- 5. Did you include statistical data (summary) if needed?
 - a. For linear regression have you included the line formula, p-value for the slope = 0 and the R^2 value in the body of the graph?
 - b. Did you use lines or letters to summarize statistical comparisons among groups on bar graphs?
- 6. Are all abbreviations explained in the legend?

Tables

- 1. Is the structure of your table as simple as possible?
- 2. Did you place familiar context on the left and new, important information on the right?
- 3. Does your table title (caption) identify the specific topic?
- 4. Did you label dependent variable in column headings and independent variables in row headings?
- 5. Did you include footnotes where necessary?
- 6. Are all abbreviations explained?