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 R² 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?