How to make good tables?
Tables are condensed sets of information, which are very efficient in using space. However, the high density of information in tables makes them very difficult to understand, and hence, detailed explanation is essential in the text.

Clever use of tables can provide important insight to the reader, and this could bring out several aspects that are otherwise not clear. A table of data may be replaced by a good graph and the writer will have to make a choice based on the needs of the reader/message in making the graph.

Tables should have:
1. A numbered caption at the top, which summarizes what is being presented.
2. Column headings and columns of data
3. Row headings and rows of data
4. Individual cells of data (some blanks are allowed), as above
5. Each datum should have a quantity or value with units (some are dimensionless)
6. Footnotes are allowed to explain certain aspects of data (measured at 77K, for example)
7. Some cells may be combined or split for convenience or organization.

How to describe a table in the text form?
1. Always refer to the table with its assigned number. Tables should be numbered sequentially and presented in that order. A table may be referred multiple times in the text but will have the same number.
2. State the central message from the table and begin the description of the columns and rows. Discuss the relationships between the cells down the columns and across the rows.
3. State if a hypothesis is being tested, verified or proposed with the data presented.
4. Make special note of the units being used for the data.
5. Be sure to highlight important data points or cells.
6. Conclude the text with a summary sentence to remind the reader about the purpose of the table and use this as a transition sentence to the next para.

Construct a table from the following data
In an experiment, 50.0 ml of 1.00 M NaOH solution was placed in a constant pressure calorimeter and several aliquots of HCl solution (0.00, 5.00, 10.0, 15.0, 20.0, 25.0, 30.0, 35.0, 40.0, 45.0, and 50.0) were added from a buret. The initial temperature of the acid and base solutions was 20.02 °C, and it increased to 22.4, 24.4, 28.1, 29.1, 28.4, 27.9, 27.3, 26.8, 26.2, respectively, as the titration progressed. Construct a table from these data and write one paragraph explaining the table of data. You may also graph the data, if you decide that it will help your readers.