Evaluation for Lab Reports

NOTE: It is assumed that all lab reports will be word-processed

(If submitted electronically, Microsoft Word or approved software program will be used.)

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|  | **1**  **Beginning or incomplete** | **2**  **Developing** | **3**  **Accomplished** | **4**  **Exemplary** |
| **Title Page**  **1** | No title page, but report is given a title | Several errors | 1-2 Errors | Correct formatting |
| **Abstract/Summary**  **3** | Several major aspects of the experiment are missing, student displays a lack of understanding about how to write an abstact | Abstract misses one or more major aspects of carrying out the experiment or the results | Abstract references most of the major aspects of the experiment, some minor details are missing | Abstract contains reference to all major aspects of carrying out the experiment and the results, well- written |
| **Introduction**  **5** | Very little background information provided or information is incorrect | Some introductory information, but still missing some major points | Introduction is nearly complete, missing some minor points | Introduction complete and well- written; provides all necessary background principles for the experiment |
| **Materials and Methods**  **4** | Missing several important experimental details or not written in paragraph format | Written in paragraph format, still missing some important experimental details | Written in paragraph format, important experimental details are covered, some minor details missing | Well-written in paragraph format, all experimental details are covered |
| **Results: data, figures, graphs, tables, etc.**  **4** | Figures, graphs, tables contain errors or are poorly constructed, have missing titles, captions or numbers, units missing or incorrect, etc. 2 or more components missing | Most figures, graphs, tables OK, some still missing some important or required features. 3 components present | All figures, graphs, tables are correctly drawn, but some have minor problems or could still be improved. All 4 components present. | All figures, graphs, tables are correctly drawn, are numbered and contain titles/captions. All 4 components present. |
| **Discussion**  **4** | Very incomplete or incorrect interpretation of trends and comparison of data indicating a lack of understanding of results  Conclusions missing or missing the important points | Some of the results have been correctly interpreted and discussed; partial but incomplete understanding of results is still evident  Conclusions regarding major points are drawn, but many are misstated, indicating a lack of understanding | Almost all of the results have been correctly interpreted and discussed, only minor improvements are needed  All important conclusions have been drawn, could be better stated | All important trends and data comparisons have been interpreted correctly and discussed, good understanding of results is conveyed  All important conclusions have been clearly made, student shows good understanding |
| **References and Acknowledgements**  **1** | Missing | References and acknowledgements included, but the format is ignored. | All references and acknowledgements included with a few errors to the correct format. | All references and acknowledgements included in the correct format. |
| **Spelling, grammar, sentence structure**  **1** | Frequent grammar and/or spelling errors, writing style is rough and immature | Occasional grammar/spelling errors, generally readable with some rough spots in writing style | Less than 3 grammar/spelling errors, mature, readable style | All grammar/spelling correct and very well-written |
| **Appearance and formatting**  **1** | Sections out of order, too much handwritten copy, sloppy formatting | Sections in order, contains the minimum allowable amount of handwritten copy, formatting is rough but readable | All sections in order, formatting generally good but could still be improved | All sections in order, well- formatted, very readable |
| **Formality**  **1** | Most of the paper is informal, lacking scientific basis | Some opinions given, language informal, scientific information heavily flawed | All content formal, but some informal language used or mistakes made scientific information | Language and content all formal in nature. Scientific names and units used throughout the report |