**Lab Book Grading Sheet**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Evaluation Criteria** | | **Score and Comments** |
| **Content** | General guidelines followed: dates and times of experimental work included, information in notebook well organized and easy to follow, names and signatures of all team members included each day, entries made in permanent ink, notebook pages numbered, etc. Record keeping is neat and easy to follow. |  |
| For each experiment performed, all raw data are included and appropriately labeled. If necessary, location of large amounts of data can be noted (e.g. Excel file) to minimize recording of large amounts of information in the notebook |  |
| Important details (temperature, observations, impressions, difficulties, corrections, changes, general conclusions, etc.) of each experiment are noted on each lab day. |  |
| Appropriate and correct sample calculations performed during the experiment are recorded. If calculations are performed in a spreadsheet, evidence is provided to show correctness of calculations. |  |
| **Total**  **(100%)** |  | 20 |

Comments: