

Lab Notebook Grading Rubric

STUDENT NAME:		COURSE-SECTION:			
EXP:	SHORT TITLE:				
Performance Element	Excellent	Good	Fair	Poor	Earned Points
Organization	2 pts: The notebook entry is clearly divided into the <i>Pre-Lab</i> , <i>In-Lab</i> , and <i>Post-Lab</i> sections with their respective subsections. A title is present on the first page of the entry. Every page of the entry contains a completed header and is numbered consecutively. A grading rubric is stapled to the front of the <i>Pre-Lab</i> .	1 pt: One or two subsections of a major division are missing, out of order or not labeled clearly. May contain an incomplete header: missing a title, non-consecutive page numbers, name and date on each page or student signature on every page. May contain black pages. Grading rubric may be missing.		0 pts: More than two key elements of organization are missing or not clearly identified.	
Pre-Lab	2 pts: The <i>pre-lab</i> is well written, organized and neat. It contains all required elements: title, introduction, chemicals table, equations/reactions and anticipated procedure. Every element is thorough and correct. The instructor's signature is found at the end of the <i>Pre-Lab</i> .	1.5 pts: All elements are present, but there are minor errors, misinformation or slight omissions in one or two of these elements.	1 pt: One or two elements are missing, contain several errors, or significant omission of required detail is noted. Introduction contains little detail.	0 pts: More than two elements are missing or have not been completed. Instructor's signature is missing.	
Procedure (In-Lab)	2 pts: The procedure is thorough and contains details that were specific to the <i>actual</i> experience in the laboratory. Deviations and modifications errors are all recorded in a chronological sequence of events. It is clearly written and legible.	1 pt: Generally, the procedure is well written and thorough, but may be missing some key steps that were <i>actually</i> performed (or should have been performed) in the laboratory. Some changes and modifications that were required during the laboratory may not be recorded. May be difficult to follow or read.		0 pts: The procedure mimics the <i>Pre-Lab</i> outline or precisely lists the manual's steps with few notes on <i>actual</i> events. May be illegible.	
Observations (In-Lab)	2 pts: Observations are plentiful and clearly noted for each experiment with details including color changes, precipitation, temperature, m.p., b.p., mass, etc. Charts and graphs are recorded where necessary. Diagrams (e.g., TLC) are drawn where needed. Data is collected, including spectra, tables and charts.	1 pt: Observations are plentiful and clearly noted. Some observational detail may be missing or some data collection/calculations may contain minor errors (e.g., missing titles, incorrect axis label). All data is recorded clearly and correctly including charts, graphs, tables, spectra, m.p., b.p., mass.		0 pts: Required data may be missing. Or, observations are minimal with little depth. Details do not reflect the lab or do not support the procedure.	
Post-Lab (Conclusions, Calcs, and Data Analysis)	2 pts: A conclusion is present and accurately analyzes the data collected. Conclusions demonstrate thought and critical thinking about the experiment. Explanations are provided for the results and the data is used to support or invalidate the original hypotheses postulated in the <i>Pre-Lab</i> . All calculations are correctly and clearly written out with all work shown. All <i>Post-lab</i> questions are correctly answered. The <i>Post-Lab</i> is legible and each subsection easily located.	1.5 pts: One calculation or question is done incorrectly or contains minor errors. All work is shown for all. One expected conclusion is missing or is not fully supported by the data. Data mostly analyzed correctly.	1 pt: More than two calculations and/or questions are done incorrectly. More than one conclusion may be missing, incomplete, or unsupported. Data may be only loosely tied to conclusions or misinterpreted.	0 pts: Group work = cheating. Work individually. More than 3 calcs and/or questions are done incorrectly. Paragraphs manual with little data analysis; few to no conclusions or may be wrong. Data is not used or is misinterpreted.	
<i>Comments:</i>			Days Late: _____ x -2 →		
			Total Score (10 pts) →		