|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **1 – Ineffective** | **2 – Developing** | **3 – Effective** | **4 – Highly Effective** |
| **Date/Title** | No date or title | Date but No title | Described focus with no date included | Describes focus with date included |
| **Introduction/ Purpose** | No goals written | Some goals written; no details or equations. | Clear details listed. Some, but not all goals are written. No equations. | Clear with details listed. Overall goals are clearly written with pertinent equations. |
| **Method/Procedure** | Not included | Listed but incomplete | Listed complete but need quantity | Listed; includes detailed step-by-step information to allow reader to reproduce |
| **Data/Observations** | Does not include data table/graph | Data table/graph is not ***ruled;*** No Sigfigs | Data table/graph is ***ruled*** but stapled into notebook; SigFigs used | Data table/graphs are computer generated and glued into notebook; SigFigs used |
| **Independent/Dependent Variables** | Both need to be identified | Only one identified or both identified but on wrong planes |  | Both identified and on correct planes |
| **Table of Contents (TOC)** | Lab not entered | Lab entered with NO space between lines |  | Lab entered with space between lines |
| **Corrections** | Left side page NOT USED |  | Left side page used WITHOUT placement in TOC | Left side page used with correction properly place in TOC |
| **Analysis** | Discussion question NOT Answered |  | Some discussion questions written and answered | Discussion questions written and answered |
| **Conclusion** | No conclusion | Conclusion restates and but DOES NOT accept/reject hypothesis and is NOT supported by data; no errors discussion | Conclusion restates and accepts/rejects hypothesis; supported by data; no discussion to reduce errors | Conclusion restates and accepts/rejects hypothesis and is supported by data; discusses ways to reduce errors |
| **Literature Citation** | Used works are not properly cited |  |  | Others works used in lab report are properly given credit in accepted APA/MLA format |
| **Mechanics/Grammar** | 5+ grammatical errors | 3-5 grammatical errors | 1-2 grammatical errors | No grammatical errors |
| **Classroom Performance** | Demonstrated unproductive or unsafe behavior |  |  | Demonstrated productive, safe, & cooperative behavor |