**Instructions for Completing Lab Report Evaluations**

You will be evaluating lab reports using a grading rubric. This is the same rubric that I will use to grade your lab reports. On the evaluation form, the point value of each section (methods, results, etc.) are listed in the box to the left of each section. Within some sections, there may be sub-categories for evaluation. For example, the methods section is broken down into two sub-categories. The point value of each sub-category is listed in gray just to the left of the sub-category description. The total point value for the sub-categories within a section should equal the point value for that section.

You should read each section or sub-category description carefully. Then read that section of the lab report, paying attention to the evaluation criteria description on the evaluation form. For each section or sub-category, mark an "X" in the space that corresponds to your score for that section or sub-category. Your scoring should correspond to the following scale:

0 for poor

 0.25 for below average

 0.5 for average

 0.75 for above average

 1 for excellent

When you have finished scoring each section, you will calculate the points scored for each section. First, calculate the points earned for each sub-category by multiplying the possible point value in gray (to the left of the sub-category) by the number on the scale that corresponds to your "X". For example, is you put an "X" in the scale box corresponding to 0.25 for the sub-category "A description or step-by-step of experiment is included" under the *methods* section, then you would multiply 3 X 0.25. Once you have calculated the points scored for each sub-category, add the points earned to get a total points earned for each section and put the value in the "Section Scores" boxes to the right.

Finally, add up all of the values in the section scores boxes and place the total in the "Points Earned" box on the bottom right of the form. The possible number of points eared is 100. To calculate the percentage scored on the lab report, divide the *Points Earned* by the *Total Possible Points* and place the calculated value in the box labeled "Percentage".

**Instructions for Completing Lab Report Evaluations**

You will be evaluating lab reports using a grading rubric. This is the same rubric that I will use to grade your lab reports. On the evaluation form, the point value of each section (methods, results, etc.) are listed in the box to the left of each section. Within some sections, there may be sub-categories for evaluation. For example, the methods section is broken down into two sub-categories. The point value of each sub-category is listed in gray just to the left of the sub-category description. The total point value for the sub-categories within a section should equal the point value for that section.

You should read each section or sub-category description carefully. Then read that section of the lab report, paying attention to the evaluation criteria description on the evaluation form. For each section or sub-category, mark an "X" in the space that corresponds to your score for that section or sub-category. Your scoring should correspond to the following scale:

0 for poor

 0.25 for below average

 0.5 for average

 0.75 for above average

 1 for excellent

When you have finished scoring each section, you will calculate the points scored for each section. First, calculate the points earned for each sub-category by multiplying the possible point value in gray (to the left of the sub-category) by the number on the scale that corresponds to your "X". For example, is you put an "X" in the scale box corresponding to 0.25 for the sub-category "A description or step-by-step of experiment is included" under the *methods* section, then you would multiply 3 X 0.25. Once you have calculated the points scored for each sub-category, add the points earned to get a total points earned for each section and put the value in the "Section Scores" boxes to the right.

Finally, add up all of the values in the section scores boxes and place the total in the "Points Earned" box on the bottom right of the form. The possible number of points eared is 100. To calculate the percentage scored on the lab report, divide the *Points Earned* by the *Total Possible Points* and place the calculated value in the box labeled "Percentage".