

SFP Written REPORT EVALUATION

Name: _____ Period: _____ Date: _____ Score: _____

<i>Grammar, spelling, and punctuation are checked within each section.</i>	Category Rating Score		
	Excellent	Fair	Poor
Title Page: title, name, teacher, subject, class, date	6-5	4-2	1-0
I. Problem: ✓ Clearly stated (4) ✓ Expressed interest in the lab (4) ✓ Ends with a question to answer (w/ ?) (4)	12-9	8-5	4-0
II. Literature Review: ✓ Summarized information about the problem question (2) ✓ Well researched (2) ✓ Information summarized clearly and concisely (3)	7-5	4-3	2-0
III. Hypothesis: ✓ Stated in 3 rd person (4) ✓ Reason for prediction explained (4)	8-6	5-3	2-0
IV. Materials: ✓ Used column—list—format (2) ✓ No capitals unless name brand (2) ✓ All materials used in procedures are listed (2)	6-5	4-3	2-0
V. Procedures: ✓ Step-by-step numbered statements (1) ✓ Complete sentences—capitals and periods (1) ✓ Directive, no “how to” words (1) ✓ All materials listed are used (1) ✓ Detailed and easy to follow (3)	7-5	4-3	2-0
VI. Data (organized): ✓ Presented in appropriate chart/table AND graph (5) ✓ Chart/Table has correct units (3) ✓ Both X and Y-axes are labeled correctly (4) ✓ Titles are included on all graphics (3)	15-11	10-6	5-0
VII. Results (Data Analysis): ✓ Summary of data with reference to charts, tables, and graphs (4) ✓ Only factual information, no opinions (4) ✓ Qualitative & Quantitative observations discussed (2) ✓ Calculations and averaging included (1) ✓ Comparisons are made between trials (4)	15-11	10-6	5-0
VIII. Conclusions: ✓ Claim (5) Evidence ✓ —is appropriate & sufficient (3) ✓ —all numerical data contains appropriate labels (2) ✓ —supports claim (3) Reasoning ✓ —links claim and evidence (3) ✓ —explains how evidence supports claim (3) ✓ —includes appropriate & sufficient scientific principles (4)	23-16	15-8	7-0
IX. Bibliography: ✓ Minimum of 3 – 5 different resources (2) ✓ Correct MLA format used (2) ✓ All entries listed alphabetically (2)	6-5	4-3	2-0
Miscellaneous: ✓ Neatness—2 only if typed (2) ✓ Missing data log in appendix (-5) ✓ Late (- points determined in discussion with instructor) ✓ Bonus Points—abstract, table of contents, binder/folder (appropriate size)	2	1	0

Comments: