

## 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
<b>Title Page:</b> title, name, teacher, subject, class, date	5-4	3-2	1-0
<b>I. Problem:</b> ✓ Clearly stated ✓ Expressed interest in the lab ✓ Ends with a question to answer (w/ ?)	5-4	3-2	1-0
<b>II. Literature Review:</b> ✓ Summarized information about the problem question ✓ Well researched ✓ Information summarized clearly and concisely ✓ Actual research sources attached	10-8	7-4	3-0
<b>III. Hypothesis:</b> ✓ Stated in 3 <sup>rd</sup> person ✓ Reason for prediction explained	5-4	3-2	1-0
<b>IV. Materials:</b> ✓ Used column—list—format ✓ No capitals unless name brand ✓ All materials used in procedures are listed	5-4	3-2	1-0
<b>V. Procedures:</b> ✓ Step-by-step numbered statements ✓ Complete sentences—capitals and periods ✓ Directive, no “how to” words ✓ All materials listed are used ✓ Detailed and easy to follow	5-4	3-2	1-0
<b>VI. Data (organized):</b> ✓ Presented in appropriate chart/table AND graph ✓ Chart/Table has correct units ✓ Both X and Y-axes are labeled correctly ✓ Titles are included on all graphics	10-8	7-4	3-0
<b>VII. Results (Data Analysis):</b> ✓ Summary of data with reference to charts, tables, and graphs ✓ Only factual information, no opinions ✓ Qualitative & Quantitative observations discussed ✓ Calculations and averaging included ✓ Comparisons are made between trials	10-8	7-4	3-0
<b>VIII. Conclusions:</b> ✓ P1—hypothesis restated ✓ P1—hypothesis accepted or rejected ✓ P1—reasoning with supporting numerical data for acceptance/rejection ✓ P2—Sources of error, actual and possible ✓ P3—suggested improvements for experiment ✓ P4—Opinions/reasoning for experimental outcome ✓ P4 <sup>+</sup> —discussion of what was learned ✓ P4 <sup>+</sup> —discussion of how learning can be used	35-24	23-12	11-0
<b>IX. Bibliography:</b> ✓ Minimum of 3 – 5 different resources ✓ Correct MLA format used ✓ All entries listed alphabetically	5-4	3-2	1-0
<b>Miscellaneous:</b> ✓ Neatness—2 only if typed ✓ Missing data log in appendix ✓ Late (- points determined in discussion with instructor) ✓ Bonus Points—abstract, table of contents, binder/folder (appropriate size)	5-4	3-2	1-0

Comments: