

LAB REPORT RUBRIC

Reports are graded out of 50 points over 10 elements:

Report Element and Expected Content	Score	Additional Comments
<p>1. <u>Formatting, Layout and Appearance of Text and References:</u></p> <p>1.1. Does your title page conform to the format and layout requirements?</p> <p>1.2. Does the main body of your report conform to the format and layout requirements?</p> <p>1.3. Do your references conform to the format and layout requirements?</p> <p>1.4. Is your document consistent, readable, and pleasing to the eye?</p>		
<p>2. <u>Formatting, Layout and Appearance of Figures</u></p> <p>2.1. Do your figures conform to the format, layout, and resolution requirements?</p> <p>2.2. Do your captions correctly describe each figure?</p> <p>2.3. Do your captions conform to the format and layout requirements?</p> <p>2.4. Are your figures logically arranged relative to themselves and within the text?</p> <p>2.5. Do your figures contribute to the readability, content and conciseness of your report?</p>		
<p>3. <u>English Usage, Grammar and Prose</u></p> <p>3.1. Does your report use proper English grammar throughout?</p> <p>3.2. Does your report obey usage guidelines for technical writing?</p> <p>3.3. Are your sentences, paragraphs, and sections constructed in a logical and concise manner?</p> <p>3.4. Do you convey the technical content of your report in a descriptive prose?</p> <p>3.5. Is your prose and overall report construction readable and concise?</p> <p>3.6. Did you use proper technical terminology and qualify any comparative statements?</p>		
<p>4. <u>Title and Abstract</u></p> <p>4.1. Does your title accurately convey the content and purpose of the report?</p> <p>4.2. Does your abstract summarize the motivation and purpose of the report?</p> <p>4.3. Does your abstract convey the methods and techniques you employed?</p> <p>4.4. Does your abstract state your results? Does it do so quantitatively?</p> <p>4.5. Does your abstract concisely summarize your conclusions?</p> <p>4.6. Are your title and abstract concise?</p>		

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<p>5. <u>Introductory and Background Content</u></p> <p>5.1. Do you provide a complete justification and motivation for your work?</p> <p>5.2. Did you state the problem or question your report addresses?</p> <p>5.3. Did you state your hypothesis(es) addressing the stated problem or question?</p> <p>5.4. Did you state what methods and analyses you used to test your hypothesis(es)?</p> <p>5.5. Do you introduce all technical concepts on which your hypothesis(es), methods, results, analyses and conclusions rely?</p> <p>5.6. Do you provide sufficient background description and discussion of prior results to allow the reader to understand your hypothesis(es), methods, results, analyses and conclusions?</p> <p>5.7. Did you provide AND explain all equations to be used in your analysis? Did you define all coefficients?</p>		
<p>6. <u>Description of Methods and Experimental Procedures</u></p> <p>6.1. Do you concisely describe all the experimental and analytical methods and procedures used in your work?</p> <p>6.2. Are your descriptions sufficiently detailed and complete to allow another researcher to reproduce your work?</p> <p>6.3. Do you fully and correctly name all equipment and supplies used in your work?</p> <p>6.4. Do you fully state all input settings and initial conditions on which your work is based?</p> <p>6.5. Did you describe any problems or changes encountered in your methods and procedures?</p> <p>6.6. Did you fully describe the origin and impact of all errors likely due to your methods and procedures?</p>		
<p>7. <u>Description of Results and Observations</u></p> <p>7.1. Did you clearly, fully and succinctly report your observations and impressions during your investigation?</p> <p>7.2. Did you properly distinguish quantitative and qualitative, or measurable and non-measurable results?</p> <p>7.3. Did you report observations on all relevant, observable phenomena?</p> <p>7.4. Did you report results of all methods introduced in the report?</p> <p>7.5. Did you indicate and discuss unexpected, unexplained or outlying results?</p> <p>7.6. Did you properly apply all equations used?</p>		

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8. <u>Discussion of Technical Analysis</u> 8.1. Did you <i>show</i> all relevant technical analysis? 8.2. Did you distinguish results of your analysis from results of your experiments? 8.3. Did you connect all analysis to specific reported results? 8.4. Where appropriate, did you compare and contrast your results to others? 8.5. Did you clearly and succinctly explain the physical implications of your results and analyses? 8.6. Did you discuss significance or limitations of any numeric solutions/fits to experimental results?		
9. <u>Conclusions and Summary</u> 9.1. Did you explain whether the results and conclusions you generated do or do not address the problem or question? 9.2. Did you clearly and succinctly summarize your results and analyses? 9.3. Did you clearly and succinctly state conclusions directly addressing your hypothesis(es)? 9.4. Did you clearly distinguish conclusions from analyses?		
10. <u>Overall Impact</u> 10.1. On the whole, did your report demonstrate a firm grasp on the MSE fundamentals underlying your investigation? 10.2. On the whole, did your report demonstrate a functional insight into the structure-properties-performance interdependencies governing observed behaviors in your study? 10.3. Did you make a convincing case for your conclusions?		

Numerical Score:

Letter Grade:

Comments:
