

## Keeping a Science Notebook

Keeping your notebook and binder in an organized fashion will help lead to success in the classroom.

In lab science there is a procedure for keeping notes and binders.

1. Formal notes will be on the right side of the notebook only. (front side of loose leaf)
2. The left side will be reserved for questions or reminders to yourself. Relevant pictures or diagrams can also be placed on the left side.
3. A grade sheet will also be kept in your binder. As you get papers back, place your grade on your grade sheet, and then place the paper in your binder behind the last worksheet.
4. Your notebook and binder will be handed in at the end of each unit for grading. The grade will be based on the following criteria.

### Rubric for Science Notebook

	<u>Quality of Work</u>				
	<u>Poor</u>	<u>Average</u>	<u>Excellent</u>		
<b><u>Organization:</u></b>					
• Correct order and format (notes and Papers are in proper order)	1	2	3	4	5
<b><u>Completeness:</u></b>					
• Homework assignments present and complete (all assignments are in binder)	1	2	3	4	5
<b><u>Presentation:</u></b>					
• Notes are on right side only	1	2	3	4	5
• Only appropriate material on left					
<b><u>Conventions:</u></b>					
• Work is legible (can read notes and assignments)	1	2	3	4	5
<b><u>Effort:</u></b>					
• Turned in on time					
• All grades recorded (grade sheet Is filled our completely and properly)	1	2	3	4	5

**Total Points**

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<b>Assignment</b>	<b>Points Received</b>	<b>Points Possible</b>
<b>Total</b>		