

Detail Written Report Rubric

Focus Question	Level 1	Level 2	Level 3	Level 4	Level 5
A. Organization and Communication <i>Does the report have a logical flow from the background to the research question, methodology, results and implications?</i>	Report is incomplete or missing information in several essential sections. Logical flow between the sections is a problem. Information is presented in a disorganized fashion.	Report has essential sections, but some are incomplete. Several sections are not internally coherent.	Report has all the essential sections. Some of the sections are incomplete or not logically coherent.	Report has all the essential sections including an abstract, references and acknowledgements. Most of the sections are internally coherent. Sections generally follow each other logically.	Report has the following essential sections: an introduction describing the background, central question or hypothesis; methodology; results (data, analysis); discussion and conclusion. An abstract, references, and acknowledgements are included. There is a logical flow within and between each section.
B. Abstract <i>Is the abstract a clear, succinct, and comprehensive summary of the report?</i>	Abstract does not describe clearly and succinctly the important points of the report.	Abstract omits one or more sections of the report. Important elements of the research report are not emphasized.	One or more sections of the report are not clearly summarized. Some important aspects of the research are not emphasized.	Abstract adequately summarizes all the sections of the report without highlighting its important elements.	Abstract briefly describes and highlights all the important aspects of the research report, including background, research question and/or hypothesis, methodology, results and conclusions. Length of abstract within 200-250 words.
C. Background of Research <i>Does the report demonstrate a clear understanding of relevant facts and theories?</i>	Report does not show a clear understanding of the background and pertinent literature in relation to the research question.	Some major articles have been omitted. The introduction does not relate the literature to the research question.	Some current and relevant articles have been omitted. The introduction does not show a clear relationship between the literature and the research question.	Report has a summary of literature from primary sources. Literature is pertinent to the research question or hypothesis. Introductory information is presented logically.	Report cites relevant literature from current primary sources; synthesizes pertinent literature; presents introductory information in a logical progression leading to the research question and/or hypothesis.
D. Research Question and/or Hypothesis <i>What is the research question or hypothesis? What is the purpose of the study?</i>	Research question or hypothesis is not formulated. The purpose of the study is not apparent.	The research question or hypothesis is not clear and the purpose of the study seems vague.	The research question or hypothesis is not clearly stated. The importance of the study is not apparent.	The research question or hypothesis was clearly stated, but the significance of the problem in relation to the literature is not fully described.	The research question and/or hypothesis are clearly stated. The significance of the problem is stated in context of the background information. The approach chosen addresses the research question or tests the hypothesis.
E. Methodology <i>Are the essential elements of the experimental procedures clearly described?</i>	It is difficult to understand the research method described in this report.	Several essential elements of the experimental procedure are missing. It would be very difficult for another scientist to repeat the experiment using the information from the report.	Descriptions of some procedures lack sufficient detail for another scientist to repeat the experiment.	Most of the procedures are described in sufficient detail so that another scientist can repeat the experiment.	The basic elements of each procedure are described and in sufficient detail so that other scientists can repeat the experiment. Values of the approach are described.

Detail Written Report Rubric cont.

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F. Results (Data & Analysis) <i>Does the report describe what was found and how the research question was answered or hypothesis tested?</i>	Presentation of the results is confusing and does not address the research question.	Data and analysis are not clearly presented. The importance of the results is not clearly stated.	Some results are not clearly described. The research question and/or hypothesis is not fully addressed.	Data, graphs, and images have descriptive legends and titles. Results addressed the research question.	Results (data, analysis, graphs, images and narrative) clearly address the research question and/or hypothesis. Representation of data and analysis (graphs and tables) is clear and effective. Graphs and tables have complete and descriptive legends and titles. Data analysis includes appropriate use of statistics.
G. Discussion and Conclusion <i>Does the discussion integrate pertinent information and relate the results to the research question and/or hypothesis? Does the discussion lead logically to the conclusion?</i>	The discussion has no clear focus and does not address the research question.	The discussion does not focus on the research question. There is no logical relationship between the results and the conclusion.	The discussion adequately addresses the research question or hypothesis. The significance of the study and its results are not clearly described.	Discussion of results clearly addresses the research question or hypothesis, arriving at a conclusion in a logical manner.	Discussion summarizes the results and relates them to pertinent literature. Places research question in the context of a "bigger picture" in the field. Presentation of results makes a compelling case for the conclusion. Report has a "take-home message".
H. Language Usage <i>Is the report informative and easy to read? Is the writing clear and logical?</i>	Report is disjointed and difficult to follow. Language usage does not always follow convention.	Report is disjointed. The writing sometimes lacks clarity.	Report is occasionally disjointed. It employs correct usage of language most of the time.	Report is clearly written, employing correct usage of language. The writing is logical and concise.	Report is clearly written with appropriate connections between ideas (transitions). The writing is logical and concise with correct usage of language. The writing is of professional quality.