Evaluation area	Excellent (70–75) / Outstanding (76–85) / Exemplary (86–100)	Good (60–64) / Very good (65–69)	Sound (50–59)	Acceptable (40–49)	Insufficient (< 40)
Structure	Rigorous and appropriate structure consistently applied. Clear distinction between observation and interpretation. All relevant data (measurements / counts) clearly tabulated and completely annotated; meaning immediately apparent.	Lab notebook structured and organized (e.g. dates, page numbers); observations and interpretations largely distinct; clear record of data collected.	Some sense of structure, often upheld, if inconsistently or untidily. Little attempt to distinguish observation from interpretation.	Inconsistent or incoherent tabulation, formatting and presentation of data. Meaning of data often unclear. Many statements lacking supporting evidence. Numbers or data provided without context. Unstructured or disorganized.	Fundamentally incomplete record of collected data. Data provided without description or context. Not possible to fully understand or interpret the recorded data.
Sketches	Sketches complete and immediately recognizable. Simple line drawings with no irrelevant detail or shading. Annotations precise and accurate. Interpretations labelled appropriately. Details (e.g. damage, incomplete margins) carefully reproduced.	Sketches clear, of appropriate size (typically >½ page), suitably annotated; arrows point to feature stated. Orientation and scale provided where essential.	Sketches generally recognizable but crowded, incomplete, or insufficient, e.g. fine detail not shown in magnification. Interpretations, key observations, scale or orientation often absent.	Diagrammatic or outline sketches with no clear correspondence to observed fossil material. Some key features missing or unlabelled. Context (e.g. scale) often missing.	Sketches absent or indeterminate. Key features mislabelled; essential annotations missing.
Interpretation	Convincing support for taxonomic identifications and intelligent ecological interpretations; ambiguities clearly highlighted.	Taxonomic identifications and ecological interpretations consistent with by observations; purpose of data collection clear.	Little justification for taxonomic IDs; little attempt to infer ecology. Some relevant data not presented.	Little evidence of purpose in data collection; interpretations naïve or poorly documented.	No attempt to interpret observations, or interpretations indefensible.
Understanding	Relevance of data to research objectives always clearly apparent. Record of using intuition to develop and test hypotheses, and adapting work program accordingly.	Data clearly linked to goals Evidence that the significance of observations has been thoughtfully evaluated	Some attempt to connect data to objectives. Some evidence of understanding importance of observations, e.g. emphasizing key findings.	Key data or observations may be missing. Much irrelevant material.	No evidence of understanding purpose of data collection or how data will be applied to the task.
Lab Notebook Overall grade / 100					