

Geol 102 – Earth Through Time Paper for Joseph Hartman

HARD COPY of your paper to be turned in before, but no later than 4:00 p.m., Friday, May 8, 2009, Reading and Review Day, 2009

The topic must be approved by me and be related to a topic since the last test. Please follow instructions carefully. The instructions below provide format and grading information. Hopefully, you will want to turn your paper in early.

RULES

Follow these rules in writing your paper.

- 1) Three-page minimum, five-page maximum,
 - 1-inch borders,
 - 12-point font,
 - double-spaced line index,
 - one space after periods.

- 2) References (sources) should be given whence you received your information (unless you happened to do research on the topic, but even then, some citations on previous work would be necessary).

- 3) References should be from legitimate sources.
 - The Web is fine, but each source needs an:
 - author,
 - date,
 - title
 - source (city, publisher, pages)
 - etc.).
 - Be consistent in your reference citation format (bibliography).

- 4) Use topic headers appropriately. The following are typical, but use the headers that are useful to your topic:
 - Introduction,
 - Discussion,
 - Conclusion/Summary.

Papers without headers do not prepare readers for what is to follow, especially through train-of-thought transitions.

- 5) Use a spell and grammar checker. An outside reader is also advisable on any assignment (in school or professionally).

- 6) The grading rubric for this paper is attached to this document.

Criterion	Excellent	Good	Adequate	Inadequate	Poor	Comments
1. Completeness and content	covers all aspects of the assignment in a logical way	covers most aspects of the assignment in a logical way	covers most aspects of the assignment in some way	covers some aspects of the assignment	many key aspects not discussed	
2. Message	message clear, easy to read, and thoughtfully presented (passionate)	message clear and easy to read	message can be understood for the most part	message not easily understood	Message not clear, hard to understand, frustrating read	
3. Creativity	very clever/creative	displays creative thinking	shows some creative thinking	lacks creativity	appears to have been copied from another source	
2. Thinking and reasoning	very good thinking and reasoning well-supported by documentation	good thinking and reasoning, some documentation	thinking and reasoning sound, sources unclear	some reasoning unclear or poorly explained	unclear or illogical arguments are major problems	
4. Basic grammar	grammar professional and without flaws	grammar is of high quality	occasional errors, but not enough to really distract from read	distracting errors, difficult to read	serious grammatical errors	
5. Spelling	no spelling errors	a few spelling errors	insufficient attention paid to spelling	many distracting spelling errors; annoying to read	serious spelling errors indicating no proofreading, little care for final product	
6. Word usage and style	word choice and usage are professional	word choice makes reading interesting	word choice simple, but acceptable	some misused words distract from message	word choice inadequate or inappropriate	
7. Neat and orderly	professional appearance, well organized	quality appearance, good organization	neat and orderly, fundamentally easy to follow	appearance and order somewhat distracting	lacks neatness or orderliness, care in final product not taken	

Overall Comments: _____