

Chem 260 Evaluation of Professional Skills (even numbered experiments & tutorials)

Participation (15 marks)

Name: _____

avg =		0-1	2-5	6-9	10-13	14-15
Class discussions and group work		No interest shown	Attentive but did not contribute	Attentive and either occasional contributions OR monopolizing the discussion	Engaged and participating equally	Engaged and participating at a high level (quality not quantity). Demonstrates excellent team work and/or leadership skills
Using the instructor		Asks irrelevant questions OR never asks questions, but needs to.	Asks lots of superficial questions OR doesn't ask enough questions.	Asks reasonable and relevant questions	Asks questions that go beyond the procedure	Always asks thoughtful questions
Interpersonal skills		Struggles to interact positively with peers or instructor	Does not engage with other students	Always polite but minimal engagement unless asked a direct question	Inclusive and respectful interactions with other students and TAs	Actively works to engage with other students and contribute to peer learning
Excel data entry before leaving lab		Forgotten frequently; incorrect data entered; errors or omissions	Significant errors or omissions and several subsequent corrections	Occasionally forgotten but corrections supplied quickly so this did not delay others	OK, but a few reminders needed in the lab	No problems; good diligence shown.

Notebook & In-lab performance (15 marks)

avg =		0-1	2-5	6-9	10-13	14-15
Prelab expt planning in notebook		Not done & no evidence of reading the procedure prior to lab	No flow charts or data tables prepared in advance of the lab; minimal safety info	Minimal effort - read the procedure to create a flow chart but not critically; half-hearted attempt at assignment answers.	Flow charts anticipate opportunities for multi-tasking; data tables are organized and ready to input results.	Well done - has anticipated problems and come prepared to ask questions. Could perform the experiment without using the lab manual.
Notebook as a record of work on a daily basis		No notebook for the majority of classes or data repeatedly recorded in pencil	Minimal effort - missing data and minimal observations; forgot notebook on more than one occasion	OK - data and observations well organized but no calculations, equations or method notes	Well done - procedure, data, observations and results given for every experiment	Excellent - all details, data and observations recorded in an organized manner.
Organized?		Does only what their group tells them to do	Working to the minimum level too often	Follows sequentially through procedure	Has a clear plan of what needs to be done and how they will do it	Conscientious, organized and attentive to details
Safety awareness		No clue, no safety glasses!	Messy but getting there	Asks for direction when appropriate	Generally diligent but innocent of the specific nasties	Fully aware of the safety information and concerned for those working close by
Clean-up		Generally leaves a mess	Lets partner(s) do it all	Needs reminders	OK	Always cleans up