

UR GEOLOGY: Module Report

UR Research Title:

Name:

Course section ID

WARNING: Only ONE single submittal possible. Read the grading rubric very carefully and make sure all elements are present and accounted for. You are NOT allowed to resubmit your work after grading with fixes to your mistakes. There will be NO regrading of your work. Your grade on the assignment will be AS-IS. **You have been warned!**

2 pts Pass - All elements present, professional and satisfactory

1 pts Improvement needed - Some of the described elements unsatisfactory / missing

0 pts Fail - Many of the described elements unsatisfactory / missing

COMPOSITION & LAYOUT

The appearance is neat and orderly. The report is typed and graphics and data are electronically prepared and analyzed. Subscripts and superscripts are appropriately used and any equations are explained. The report contains title and header and a minimum of 3 paragraphs describing activities, accomplishments and comparisons, and problems / drawbacks.

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1 pts Improvement needed - Some of the described elements unsatisfactory / missing

0 pts Fail - Many of the described elements unsatisfactory / missing

WRITING & GRAMMAR

Spelling and grammar are correct. Word repetition and use of first person language is avoided. Statements are factually correct. Appropriate and complete language for college level writing is used.

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1 pts Improvement needed - Some of the described elements unsatisfactory / missing

0 pts Fail - Many of the described elements unsatisfactory / missing

Activity & Time Log

The time log is complete and shows date, activity description, time and running total. Activity is sufficiently described, e.g. "*compilation of Excel graphs*" rather than "*graphing*"

Instructions

Write a 3-paragraph summary of your module activity in your undergraduate research. Remember, a paragraph has a minimum of 3 sentences. Use a 12- or 11-point standard font (Times, Arial, Helvetica), double spaced. Use letter size paper with 1 inch margins, single sided. Place header on each page as outlined below:

Weekly Report Outline

- HEADER:** Should show: Title: e.g. Module Report for [... insert Module #...]
Your Name
The Course: e.g. GEL4970 UR Geology
Page number if more than one page
- 1st Paragraph:** Factually describe the weeks activities (What was done!)
- 2nd Paragraph:** Explain highlights, accomplishments or breakthroughs in comparison with previous activities (previous week, previous research)
- 3rd Paragraph:** Describe any problems, drawbacks, or glitches and your plan for mitigation or remediation during the course of this class
- Attach completed Time Log for Module
- SUBMIT COMPLETED MODULE REPORT THROUGH THE CANVAS COURSE PORTAL IN PDF FORMAT**

General Writing Instruction:

- Use professional language, which means AVOID first person expressions such as “I”, “we”, “our”. Use normal prose, active voice and third party language. Do NOT use informal wording, contractions, jargon, slang terms, or superlatives. Exclude similes/metaphors (and humor!)
- Use present tense to report well accepted facts, e.g. 'Pyrite is a sulfide mineral'. Use past tense to describe specific results, e.g. 'When acid was applied, the specimen effervesced'
- Be quantitative wherever relevant (stats, numbers etc.). Use appropriate subscript and superscript, especially when it comes to chemical formulas and mathematical units.
- Use precise concrete language, no ambiguity e.g, ‘correlated’ ≠ ‘related’. Use simple language – no unnecessary “frills” (distractions). Pay attention to sentence structure and grammar

