

Note-Taking Rubric for Engineering Research Papers (v1.1) by Bill Griswold

		Masterful Note Taking	Competent Note Taking	Developing Note Taking
style		clear highlighting or bracketing throughout paper	messy, hard-to see, or incomplete highlighting, underlining in tight text	obscuring or no highlighting, highlighting with lots of problems
		tidy penmanship	messy penmanship	unreadable penmanship
		commentary throughout paper	commentary ends mid-paper	no commentary
reading		explicitly labels problem, solution, etc. in text	indirect or inconsistent labelling of problem, solution, etc.	no labelling of problem, solution, etc.
		key questions and take-aways at front or end of paper	buried questions and take-aways	one cannot discern key questions or take-aways
		identifies distinct people and technical problems	identifies part of problem	did not identify problem
		identifies distinct claim and solution	identifies claim/solution	does not identify solution
		identifies evaluation	partially identified evaluation	does not identify evaluation
		highlights salient text	much/little highlighting	random or no highlighting
		asks pointed questions	asks questions	asks insincere/no questions
		introduces creative or provocative ideas	introduces ideas	does not introduce ideas
inductive thinking		makes salient observations	makes observations	no observations
		draws own conclusions by applying rationale supported by evidence or logical inference	draws conclusions supported by overly vague rationale	offers opinions or accepts conclusions of paper as facts
		draws on content in other papers, personal experience, or current events	makes overly vague reference to other papers, personal experiences, or current events	does not draw on outside sources, engages the paper only on its own terms
		insightful take-aways, in own words, incorporating key idea	has take-aways, in own words	regurgitated/no take-aways
deductive thinking		engages future directions		
		engages conclusion		
		engages meta topics such as authors' background, writing, historical context, etc.		
other				Name: Paper: