

Note-Taking Rubric for Engineering Research Papers (v1.2) by Bill Griswold

Masterful Note Taking

Competent Note Taking

Developing Note Taking

style (10%)	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
	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
reading (50%)	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
inductive thinking (20%)	asks pointed questions (3)		asks questions (3)		asks insincere/no questions
	introduces creative or provocative ideas		introduces ideas		does not introduce ideas
	makes salient observations		makes observations		no observations
deductive thinking (20%)	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
other (0%)	engages future directions				
	engages conclusion				
	engages meta topics such as authors' background, writing, historical context, etc.				

Name: _____

Paper: _____