

Note-Taking Rubric for Engineering Research Papers (v1.5) 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	very little commentary
	explicitly labels problem, solution, etc. in text	indirect or inconsistent labelling of problem, solution, etc.	no labelling of problem, solution, etc.
reading (50%)	key questions and take-aways at front or end of paper	buried questions and take-aways	Questions and take-aways hard to find
	identifies distinct and complete people and technical problems	identifies part of problem (incl. using restatement in wrong part of paper)	incorrect identification of problem
	identifies distinct claim and solution	identifies claim/solution	incorrect identification of solution
	identifies evaluation	partially identified evaluation	incorrect identification of evaluation
inductive thinking (20%)	highlights salient text	highlighting	random or very little highlighting
	asks pointed questions (3)	asks questions (3)	asks insincere questions
	introduces creative or provocative ideas	introduces ideas	off-topic/trivial ideas
	makes salient observations/points	on-topic observations/points	off-topic/trivial observations/points
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 vague reference to other papers, personal experiences, or current events	does not draw on outside sources, engages the paper only in own terms
	insightful take-aways, in own words, incorporating key idea	has take-aways, in own words	regurgitated take-aways
other (0%)	engages future directions		
	engages conclusion		
	engages meta topics such as authors' background, writing, historical context, etc.		

Name: _____

Paper: _____