

THE RESEARCH NOTEBOOK

The Research Notebook is for accumulating and storing all information related to your research project. It is a record of everything you do as related to the research project from the commencement to the conclusion of your research experience.

NB: - The Research notebook will remain the property of the PI laboratory -

Characteristics of GOOD Research Notebooks:

1. The Notebook is provided
2. Has a Title Page with the following information centered on page:

Research Notebook #1

Introduction to Biology Research, Senior Paper

Instructor's Name

Student's Name

Date of Academic Year(s)

3. Has a TABLE OF CONTENTS at the beginning of Notebook.
4. Has GOOD ORGANIZATION as specified in this Appendix with tabs for easy access and finding of information.
5. Is a collection of everything pertinent (or potentially so) to the research effort, i.e., dates, what done, how done, meaning, who, etc.
6. Bears evidence of ONGOING RECORD OF RESEARCH ACTIVITY!!!
7. Has at least TWO SECTIONS as follows:
 - A. Plans: Soon after you select a topic for researching, you should record plans for accomplishing the research, i.e., your intended approach.

Library Research:

- a) Title.
- b) Purpose for Research, i.e., why am I doing this project, why is it worth doing, what do I hope to accomplish, etc.
- c) Procedure, i.e., plans for accomplishing the research, where information will be found, what you know currently about the topic, etc...
- d) A Statement of Purpose and or a Hypothesis, whichever is appropriate.
- e) References: the first 10 general references, i.e., a general Biology textbook, etc.
Experimental Research: The same as for library research, but more extensive. You must make sure the proposed research is possible, practical, and appropriate. Adhere to these guidelines IN ADDITION to the ones stated above.

Checklist for “Plans” and Criteria for Grading:

- ___ Appropriate, meaningful Title present.
- ___ Purpose for research, logical and meaningful.
- ___ Plans for accomplishing research clearly stated.
- ___ Research plans show evidence of creative planning.
- ___ Research plans show evidence of thorough planning.
- ___ Purpose/hypothesis clearly stated.
- ___ References present, used appropriately.

B. Diary to include:

1) Research Log:

Date	Hours Worked	What Accomplished
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2) Reading Notes.

3) Class Notes.

4) Miscellaneous information, e.g., syllabi, class handouts, photocopying information, references, notes of all kinds pertaining to research project.

Checklist for “Diary” and Criteria for Grading:

- ___ Diary listed in Table of Contents, tabbed for easy access.
- ___ Research log is present, up-to-date, thorough.
- ___ Assigned reading notes present and informative.
- ___ Appropriate class notes present and informative.
- ___ Miscellaneous information present, appropriately presented.
- ___ Everything pertinent to research seems present and in place.
- ___ Diary reflects evidence of a vigorous research effort.

Checklist for Research Notebook and Criteria for Grading

- ___ Title page on outer cover of Notebook or as frontspiece.
- ___ Notebook used exclusive for research project, nothing else.
- ___ Student’s name clearly present in logical place.
- ___ Table of Contents page(s) on first page of Notebook.
- ___ Tabs used appropriately.
- ___ “Plans” section present, properly done.
- ___ “Diary” section present, properly done.