ATTACH THIS GRADESHEET TO THE FRONT OF YOUR PAPER

General/Grammar (20 points):
- Justification - not left and right justified: -5
- Poor general page layout (margins, font, etc): -5
- Title - not properly worded: -2
- Spelling - general words misspelled: -2 each
  - Chemical names misspelled: -4 each
- Grammar - failure to comply with the following:
  - Used and maintained proper tense for section, good general grammar
- Missing page numbers, cover page, section labels: -5 each
- General format of tables and figures: -2 to -5
- Failure to attach this gradesheet to paper front: -5
  **Subtotal: (not to exceed 20 points)**

Abstract (10 points):
- Missing Abstract entirely: -10
- Abstract not really an abstract: -8
- Missing chemical names or reactions: -2 to -5
- Missing mention of how purity was checked:
  (eg. IR, NMR, GC, TLC etc.)
  **Subtotal: (not to exceed 10 points)**

Introduction (20 points):
- Missing background information
  - Reasons for selecting compounds produced: -3
  - Commercial importance, sources, uses, etc.: -4
  - Review of reactions used, advant. & disadvan.: -5 to -10
  - Alternate synthesis routes, if possible: -5
  **Subtotal: (not to exceed 20 points)**

Procedure (60 points):
- Did not use 3rd person, past tense: -10
- Missing g, mmol used (need both for all chemicals): -5 each
- Missing balanced equations: -5 to -20
  - Equations, but not balanced: -3 to -12
  - Missing structures of chemicals: -3 to -15
  - Structures not typeset (each rxn): -5
- Missing table of chemicals used: -5 to -20
  - Some info in table inaccurate or missing: -3 to -15
  - Table split across 2 pages: -5
- Procedure not all inclusive or incorrect: -3 to -12
  - Missing tests used (e.g. IR, NMR, GC, TLC): -2 to -10
  **Subtotal: (not to exceed 60 points)**
### IR Analysis (60 pts):
- Missing IR from intermediate steps or all steps: -10 each
- Missing reference IR from intermediates: -10 each
- Missing tables for the IR analysis: -20 each
  - Peak analysis incorrect: -2 to -10
  - Not all “significant” peaks analyzed: -2 to -10

**Subtotal: (not to exceed -60 points)**

### NMR Analysis (60 pts):
- Missing NMR from intermediate steps or all steps: -10 each
- Missing reference NMR from intermediates: -10 each
- Missing tables for the NMR analysis: -20 each
  - Peak analysis incorrect: -2 to -10
  - Not all “significant” peaks analyzed: -2 to -10

**Subtotal: (not to exceed -60 points)**

### Discussion/Results (60 points):
- Missing Tables of Results: -5 to -20
- Product masses, % Yields, MP, other tests besides IR, NMR (eg. GC, TLC):
- Missing or incorrect calculations of % yield: -5 each
- Missing discussion of side reactions, yields, etc.: -5 to -10
- Discussion not logical: -5 to -15
- Missing discussion of “How to Improve Experiment”: -5 to -10

**Subtotal: (not to exceed -60 points)**

### References (10 points):
- No references: -10
- References are not endnotes: -8
- Incorrect formatting of citations: -5
- Failure to give citations for various information: -2 each

**Subtotal: (not to exceed -10 points)**

### Participation/Yellow Sheets (100 points):
- Failure to turn in yellow sheets (raw data): -100
- Failure to turn in final product: -10
- Missing pre-lab information for each step: -15 each
  (may all be included in one table)
- Missing experimental details: -10 to -30
- Pages not dated and signed by experimenter and TA: -10 ea
- Did not void blank spaces/Initial: -5 each

**Subtotal: (not to exceed -100 points)**

### Late Penalty
(After final exam, Wednesday 5/3/16)
-20pt/da

### Total of reduced points (not to exceed -400 points):

### Grand Total (400 minus Total of Reduced Points):

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