

# LAB EVALUATION

## Members

Director: \_\_\_\_\_  
Data Collector: \_\_\_\_\_  
Equipment Specialist: \_\_\_\_\_

Group # \_\_\_\_\_  
Block: \_\_\_\_\_  
Date: \_\_\_\_\_  
Lab: \_\_\_\_\_

## Responsibilities

### Director:

- Responsible for overall lab and duties
- Corresponds with teacher about problems
- Oversees procedure (must have a written procedure and know how to conduct lab)
- Time keeping
  - start on time
  - progress in a timely manner
  - finish early enough to clean and store equipment

### Data Collector:

- Responsible for all data collection (including measurements and observations)
- Responsible for calculations
- Responsible for distributing data and observations to other members
- Responsible for knowing if things are going well or not according to observations and data (could recommend redoing lab or a reconfiguration)
- Responsible for maintaining and presenting products to the instructor

### Equipment Specialist:

- Responsible for the acquisition, assembly, maintenance, distribution, and storing of equipment
  - get equipment out
  - put it together
  - know how to use it
  - clean it
  - store it
- Responsible for safety
  - be aware and inform others of dangers and "what ifs"
  - monitoring the use of safety equipment (goggles and aprons)

## Evaluation (20 pts possible each)

1. Time management \_\_\_\_\_
2. Appearance of lab setup \_\_\_\_\_
3. Proper procedures followed \_\_\_\_\_
4. Appearance of final product \_\_\_\_\_
5. Appearance of equipment after clean up \_\_\_\_\_

Final grade: \_\_\_\_\_