

Style Sheet for NEEP-533/Geology-533/Astronomy-533/EMA-601 Term Papers—Spring 2004

GRADING SCHEME FOR PAPERS/REPORTS

The length of the papers should be a minimum of 5 (maximum of 10) typed pages (space and a half, Times or Times-Roman 11 point). Figures, Tables, and References are extra.

(Percent that each area counts toward your grade for the paper is given in parenthesis.)

1. REFERENCES (10%)

THREE OR MORE REFERENCES SHOULD BE REPORTS IN REFEREED JOURNALS (paper or electronic). You could start with review papers in non-refereed publications and work back to find key facts, etc. in refereed journals. Refereed journals contain papers that have been read and criticized by experts before acceptance in the journal, and usually are rewritten before publication based on the reviews (referees' comments). You can tell them because they carry the dates of both submission and acceptance for publication, and often have extensive reference lists. They are, however, likely to be more specialized than those in non-refereed publications.

WEB SITES ARE NOT REFEREED CITATIONS. Some web sites may contain non-refereed but useful reports by reputable research groups that can be cited in your paper. They do not, however, count as one of the three required refereed references. Give full web site address and date of access when citing them.

2. FORM and MECHANICAL PRESENTATION (20%)

The paper should be nominally 10-15 pages long including figures, tables, and references. There should be a minimum of 5 pages of text and in no case should the total length of the paper exceed 15 pages. Use space and a half, Times-11 point type with 1-inch margins on the sides, top, and bottom. Refer to your illustrations in the text and cite their source in the figure caption.

3. LOGIC AND CONTENT (40%)

Think about considering multiple hypotheses, evaluating them as to likelihood of being correct, about methods of observation, including how the data were collected, possible errors, and how these influence conclusions. Be as objective as possible until you write your conclusions.

4. ANALYSIS and CONCLUSION (30%)

Include the significance for the future, critical factors that are not known, and suggestions for research reflecting critical needs. "Further research is required" is not an acceptable conclusion without specifics. The synthesis should demonstrate your understanding of the vital factors. This is where you put it all together.