

How to Keep a Notebook

It is suggested that a composition notebook be used; spiral bound notebooks tend to be sloppy and have pages fall out.

Make sure to write all entries in PEN.

Write the DATE on every entry. Make sure entries are to the point and explain what you did that day.

Don't be too worried about neatness, it is your personal record and should not be perfect. Likewise do not scribble out incorrect information or entries; one line through the mistake is adequate.

You should use your notebook through your ENTIRE project and write down ideas, thoughts, sources, sketches, calculations, brainstorming, notes, and anything else that could be important. Remember that this is how you will show ALL THE WORK you put into your project.

At the end of each entry you may want to REFLECT on what went right or wrong as well as what you may want to do next time or do differently.

Make sure you write down any changes you make to your procedure. We all make mistakes and it is good to note these as you learn from them.

Be sure to write down ALL observations that you make during your experiment and throughout your project.

In addition to your notebook you may CHOOSE to display an additional 3-ring binder of completed graphs, pictures of your projects, as well as other data.

Note: If you are a Senior Division Student and hope to continue to the International Science & Engineering Fair your notebook will be a very important part of your project. Make sure to keep accurate and informative entries throughout your project/experiment – from brainstorming to conclusions.