

Checklist for Grade 4 Written Reports Research Projects

PARENTS AND STUDENTS make sure all the sections below are a part of your report and in the order listed below. If you want a re-grade on any of the sections that were previously graded, please place a checkmark in the column below. Sign the bottom of the sheet and return this paper with your science fair report. Checklists must be signed by **both** the student and a parent or they will not be accepted.

A COPY OF THE CHECKLIST MUST BE WITH THE WRITTEN REPORT ON THE DAY IT IS DUE. NO REPORTS WILL BE ACCEPTED WITHOUT A SIGNED CHECKLIST! REPORT GRADES WILL LOSE 5 POINTS FOR EVERY DAY THEY ARE LATE!!!

Section of Report	Please place a checkmark next to every section found in your report!	I would like this section re-graded. **Some sections are not eligible for a re-grade and are marked below!
Title Page (Includes title of project, number and grade level) NO NAMES!!		This section is NOT eligible for re-grade
Purpose (paragraph telling the judges why you have chosen this topic.)		This section is NOT eligible for re-grade
Procedure (a paragraph telling the basic steps you followed in completing your entire project.)		This section is NOT eligible for re-grade
Materials' List (List the main materials you used on your display board and on table in front of display board.)		This section is NOT eligible for re-grade
Literature Review (Research report on your topic)		
Conclusion (a paragraph summary of what you learned during your entire project, what would you do next time or to change it into an experiment?)		This section is NOT eligible for re-grade
Works Cited Page (separate page, all sources in MLA format using directions.)		
Acknowledgements Page (separate page thank anyone who helped you with your project.)		This section is NOT eligible for re-grade

TURN THIS PAGE OVER TO COMPLETE SIGNATURES!!

I have checked my paper for all the sections listed on this checklist and made sure each one has a heading. I understand, that any missing sections, or a failure to follow the directions given could result in a deduction of points from my written report grade. I also placed a checkmark next to the sections that I would like to be re-graded to improve my previous score.

_____ Student Signature

I have read and checked my child's science fair report for all the sections listed on this checklist and made sure that each one has a heading. I helped my child to proofread their report and correct spelling, grammar or punctuation errors. I understand, that any missing sections, or a failure to follow the directions given could result in a deduction of points from the written report grade. I have seen and agree with the sections which my child selected for a re-grade.

_____ Parent Signature



**Remember to put
your entire report
WITH your signed
checklist in a folder
or a cover.**

Due dates:

Grade 4 April 16

Grades 5 & 6

April 18