Journal Guidelines

You will keep a journal of field and laboratory activities associated with this course. The journal notebook is to be a binder or spiral-bound with dimensions approximating the size specified on the attached example sheet. Each entry is to follow a standard format, chronologically organized, be neatly handwritten in pen, and be appropriately descriptive of the location, conditions, and observations for that day. Use the general format on the attached sample page for *field entries*. Be sure to include date, site location, habitat description, weather conditions, and detailed narrative of site and activity—be mainly objective.

Entries based upon *laboratory investigations* should include the following section headings with corresponding text in paragraph format: Introduction (appropriate background information), Methods (materials used and procedure), Results and Discussion (data summarization, conclusion) sections. You will be graded on participation and quality of entries. Journals will be graded mid-quarter and near the end of the quarter. Five points will be deducted for each day late. You may lose up to 30% of possible points per grading for improper format, including notebook type.

Points breakdown

Off-campus trips:

Morton Arboretum	20 pts	(13.3%)
West Chicago Prairie Trip	20 pts	(13.3%)
Goose Lake / Midewin Trip	50 pts	(33.3%)

(substitute = 3 hr. documented, approved environmental volunteer work)

On-campus activities:
(10 pts. each)

60 pts (40%)

Extra Credit (up to 20 pts.)
(10 pts. each for additional class activity, independent field trip, or 2 hr approved, documented volunteer work)

TOTAL	150 pts	(100%)