

Student name:

Notebook skills, check and feedback list

Y= already good practice

N = not done, need to do in future

P = partially done

Text entries	
	Date at beginning of each day's entries
	Indicate weather conditions at start
	Statement about personal well-being at start
	Aims for the day, outlining nature of exercise to be completed or questions to be answered/area to be investigated
	1cm margins ruled each side of page
	Locality numbers given
	Grid references for each locality
	Horizontal line after each locality
	Summary of activities/discoveries at end of each day's entries
	Double horizontal line after each day's entries
	You should <b>include oriented dip &amp; strike symbols</b> , including numerical strike and dip readings in the ruled RH margin of your notebook.
	If you take photos, then remember to <b>note the frame number</b> along with the relevant locality entry.
Field sketches	
	Don't forget to indicate <b>orientation</b> (e.g. View towards 240°) with your sketches
	Don't forget to indicate <b>scale</b> (in metres, not feet!) with your sketches. Tip: sketch the estimated height of a person!
	Ensure that your drawings, sketches, and notes are <b>neatly done</b> and that you <b>write as carefully as possible</b> so you can read and understand previous notes
	You need to use a harder leaded pencil (e.g. H) and the use of a propelling-type pencil will ensure <b>clear lines and no smudging</b> . If using an ordinary pencil ensure that it is sharpened regularly!
	You need to <b>improve</b> the level and content of <b>annotations</b> with your sketches

	<b>Don't crowd your sketches with text</b> – it is best to separate/space sketches and extensive observations about the same exposure in your notebook
	<b>Faults</b> should at least be marked in <b>bold</b> (not excessively heavy, but distinct), and labelled with an “f”. Ideally, you would do this in <b>red</b>
	When you mark a <b>fault</b> in your sketches, ensure that you put the “double split arrows” symbol along it to indicate the <b>direction of movement</b>
	Ensure that you <b>indicate fold axes and planes</b> where appropriate
	Simple, well-chosen line diagrams are more useful than elaborate shaded drawings. It is the geological features that should be drawn, not the trees and grass - you are not in an art class! The emphasis should be on a <b>clear and representative sketch</b> that helps you remember the salient aspects of the outcrop you are sketching.
	If you find important details, such as fossils, then <b>indicate</b> on your sketch <b>where</b> you <b>observed</b> them – so that you could find them again on the basis of the notes you have made