

- 1 – Be sure figures have captions that are descriptive. Figures need to be referred to in the text.
- 2 – Cite references in reports using the GSA format.
- 3 – Review field notes (see rubric).
- 4 – Check for consistency – if you call it *Browns lake* stick with *Browns Lake*
- 5 – Proof read it – aloud if you can stand to.....
- 6 – Find references on the web that might be similar to what you are doing - search well logs, soils maps, drainage basin characteristics, if appropriate.
- 7 – We should make an effort to use meters, even though the gear we have and data we use is often in English units.
- 8 – Admit uncertainty – present alternatives. That's OK.
- 9 – Use Google Earth for maps – GoogleEarth Professional is now free.
- 10 – Follow the procedure – description/ interpretation when it makes sense.
- 11 – Stratigraphic sections should have thickness/depth/height on the Y-axis and grain size on the X-Axis.