

Lab Roles and their descriptions

P. D. - Project Director

The project director is responsible for the group.

Roles/responsibilities:

- Reads directions to the group;
- Keeps group on-task;
- The only group member allowed to talk to the teacher;
- Shares summary of group work/results with the class.

M.M. - Material Manager

The material manager is responsible for obtaining all necessary materials and/or equipment for the lab.

Roles/responsibilities:

- The only person allowed out of seat to pick up needed materials;
- Organizes materials and/or equipment in the work space;
- Facilitates use of materials during investigation;
- Assists with conducting lab procedures;
- Returns all materials at the end of lab to designated area.

T.M. - Technical Manager

The technical manager is in charge of recording all data.

Roles/responsibilities:

- Records data in tables and/or graphs;
- Completes conclusions/final summaries;
- Assists with conducting lab procedures;
- Assists with clean-up.

S.D. - Safety Director

The safety director is responsible for enforcing all safety rules and conducting lab.

Roles/responsibilities:

- Assists P.D. with keeping group on-task;
- Conducts lab procedures;
- Reports **any** accident to the teacher;
- Keeps track of time;
- Assists M.M. as needed