

SUGGESTED GRADING GUIDELINES

GRADE OF C. You can earn a C in this class by doing the following:

- You must complete all assigned readings on time and with thought to the questions outlined in the syllabus and/or in class.
- You must prepare for and participate in class discussions.
- You must respond in a helpful manner to colleague's written and spoken work.
- You must actively contribute to the success of small group work and discussions, and to group presentations when assigned.
- You must take my responses to your essays and speeches seriously, and revise your work with an eye to ongoing and substantial improvement.
- You must thoughtfully respond to and promptly submit all major assignments.

GRADE OF B. To earn a B in this class:

- You must put forth sufficient effort to significantly exceed the performance described above for the grade of C.
- Your in-class writing exercises and major assignments must demonstrate a willingness to explore beneath the surface of an idea, and to make connections between the readings you have completed and the writing and speaking assignments you create.
- You must contribute to a challenging and stimulating class environment through your thoughts and questions.
- You must develop listening as a distinct skill, and demonstrate this through your careful attention to the words of others. A careful listener will offer specific responses to the ideas presented by others.
- You must rethink and rework your assignments—not only in response to my suggestions and/or your colleagues'—but in response to your own evaluations and questions over time.
- You must plan ahead so that you allow sufficient time to draft, edit, and polish your written and spoken assignments.
- You must have specific and constructive responses to your colleagues written work during workshops and group exercises.

GRADE OF A. To earn an A in this class:

- You must significantly exceed the performance described above for the grade of B.
- You must demonstrate a willingness and ability to constantly probe beneath obvious levels of analysis, to question assumptions and perceptions (both your own and those you encounter in your reading and listening), to explore new intellectual territory, and to make discoveries about yourself and your environment.

- You must demonstrate leadership abilities in class and small group discussion, but balance this with an awareness that the quality (rather than the quantity) of speaking and writing completed in a term is the real hallmark of excellence.
- Your comments to colleagues must be focused, specific, and constructive.
- You must work to accommodate an audience, engage their attention, and earn their respect.
- You must demonstrate curiosity about new subjects and perspectives, and be willing to exert time and energy to pursue that curiosity.
- You must be willing and able to reflect upon your own work and thinking with an eye to the constant and substantial improvement of the same.

GRADE OF D. To earn a D in this class:

- Your performance must fail to meet the requirements listed for a C in one or more significant areas.
- You would often be absent or late to class, and fail to submit the required work on time.
- Your analysis of topics in speaking and writing would be superficial, resting on unsupported claims, weak organization, and/or description rather than argument.
- You would demonstrate little awareness or consideration of your audience when speaking and writing, and be an inattentive audience member for others.
- Your written work would tend to be short and undeveloped, often written at the last moment.
- You would be unprepared for class by failing to have done the required readings.
- You would make little attempt to rethink or rework your assignments ahead of time.
- You would not seek help when faced with difficulties.
- You may well be viewed as a hindrance rather than a help when placed in a group situation.

GRADE OF F. To earn an F in this class:

- You must perform significantly below the D level.
- You would fail to attend class on a regular basis.
- You would rarely speak in class and make no effort to compensate for silence by devoting additional time and energy to written work.
- You would wait until the last moment to tackle your assignments.
- Your assignments would be late or never handed in at all, and you would make no attempt to catch up with work you had missed.
- You would show no sign of progress through the term, and demonstrate no concern or interest in improving your writing, listening, speaking, reading, researching, and analytical skills.
- Your arguments would be sketchy, confusing, and unsupported by credible evidence.