



- Grades will be combined in a weighted average to obtain the course numerical score.
- Weights for assignments and in-class exercises are as follows:

<u>weight (%)</u>	<u>Assignment</u>
2	<u>E-mail, Proposed ECE Current Topic</u>
6	<u>Research Paper, ECE Current Topic (1st version)</u>
12*	<u>Research Paper, ECE Current Topic (final version)</u>
6	<u>PowerPoint, ECE Current Topic (rehearse with CLEAR instructor)</u>
12*	<u>PowerPoint, ECE Current Topic (presentation)</u>
3	<u>Resume & Cover Letter (1st version)</u>
5	<u>Resume & Cover Letter (discuss with CLEAR instructor)</u>
5*	<u>Resume & Cover Letter (final version)</u>
2	<u>Clinic Preferences</u>
2	<u>Team Agreements (draft)</u>
4	<u>Team Agreements (final version)</u>
2	<u>Clinic Poster (1st version)</u>
5	<u>Clinic Poster (draft)</u>
8*	<u>Clinic Poster (final version)</u>
4	<u>E-mail, Clinic Assessment</u>
2**	In-Class: <u>Quiz</u> on oral presentations
2	In-Class: <u>Critically evaluate</u> —example technical PowerPoint presentation
2†	In-Class: <u>Role play</u>
2	In-Class: <u>Write</u> paragraph of cover letter
2	In-Class: <u>Critically evaluate</u> —students' PowerPoint presentations
2	In-Class: <u>Critically evaluate</u> —students' PowerPoint presentations
2	In-Class: <u>Critically evaluate</u> —students' PowerPoint presentations
2	In-Class: <u>Critically evaluate</u> —students' PowerPoint presentations
2	In-Class: <u>Critically evaluate</u> —students' PowerPoint presentations
2†	In-Class: <u>Mock interview</u>
2	In-Class: <u>E-mail</u> writing errors
2	In-Class: <u>Critically evaluate</u> —students' posters
2	In-Class: <u>Critically evaluate</u> —students' posters

100

*Major assignment that must be completed to pass class

**Lowest in-class exercise grades replaced with A

†Student(s) participating receive (bonus) points

Grades are letter-based but are processed numerically to determine the final grade:

- Each assignment will be given a single letter grade. Criteria on which the letter grade is based will be listed for each assignment, and the graders will write comments related to the criteria as needed.
- In-class exercises graded as A (full participation), C (poor participation).
- Grades on late exercises or assignments will be lowered by one full letter, (e.g., A becomes B).
- Missed exercises or assignments receive a grade of zero, whereas an E would be 55.5.
- Numerical equivalent of grades (used to convert assignment letter grade to number):

<u>gd</u>	<u>Num Equiv</u>
A	95.5
A-	92
B+	89
B	85.5
B-	82
C+	79
C	75.5
C-	72
D+	69
D	65.5
D-	62
E	55.5
missing wk	0

- Numerical scores are combined (see information about weighting below) to obtain a course numerical score.
- Breakpoints for converting course numerical score to letter grades are as follows: (final grades may be higher than shown but not lower)

<u>Num Equiv</u>	<u>gd</u>
93	A
90	A-
87	B+
83	B
80	B-
77	C+
73	C
70	C-
67	D+
63	D
60	D-
<60	E