

## ARCH 614. How to Calculate Your Grade

You should be regularly evaluating your current grade to determine if you are on track – Are you missing assignments or are there scores not recorded? Are your quiz averages going up or down? Are you always missing that short answer question on the quiz?... Answering these questions and actively pursuing solutions will make your term grade much more satisfactory.

Take a few minutes after each quiz to record your progress using this guide. On the next page you will find a form to fill in and keep track. This will avoid any end-of-the-semester dismay and panicked “cramming”.

### Syllabus Statement:

**Grading:** BOTH levels listed for graded work (projects, quizzes, exams) and pass-fail work (assignments) **must be met\*** to earn the course letter grade:

<i>Letter Grade</i>	<i>Graded work</i>	<i>Pass-fail work</i>
A	A average (90-100%)	Pass for 90% to 100% of assignments
B	B average (80-89%)	Pass for 83% to 100% of assignments
C	C average (70-79%)	Pass for 75% to 100% of assignments
D	D average (60-69%)	Pass for 65% to 100% of assignments
F	F average (<59%)	Pass for 0% to 100% of assignments

\* the lowest row determines the letter grade

After the first assignment that does not receive a passing grade, each non-passing assignment corresponds to a letter grade reduction in the Pass-Fail criteria that is with all assignments.

The table is organized so that you start with your graded work value. This is from quizzes and can be found in the eCampus Grade Book as “Accumulative Quiz %”. Then you determine if your pass-fail work percentage falls in the range in the next column over for the same row. This can be found in the eCampus Grade Book as “Accumulative Assignment %”. If the two line up, the letter grade you have currently is in the far left column of the same row. If the homework score is *below* the range, the term letter corresponds to the far left column for the ***Pass-fail row***.

***Keep in mind that the Pass-fail work percentages are for the entire semester. As you proceed through the semester, one missed or failed assignment is still at an A level. Each additional missed or failed assignment will drop the pass-fail work percentage by a letter grade.***

### Example 1:

Joe has an 85% going on quizzes after the first 2 quizzes, and he’s turned in and passed ALL his assignments (for 100% with 0 non-passing). He will put a B (80<85<89) for the *Letter Grade for graded work*.

For the assignment percentage, he will put 100%. All the Pass-fail rows include 100%, so it is the *lower* value that is critical to the corresponding letter grade at the end of the term. Since the semester is not over, he will put 0 for the *Number of non-passing assignments*. For 0 and 1 non-passing assignments, the corresponding *Letter Grade for pass-fail work* is an A.

With a B in the *Letter Grade for graded work* and an A in the *Letter Grade for pass/fail work*, the letter grade he will put in *My Progress* is the lowest – the B.

Example 2:

Mattie has an 88% going on quizzes after taking 3, but she hasn't turned in all her assignments and really didn't do much on one out of four. That leaves her at a 50% with 2 non-passing  $[(1+0+1+0)/4]$ . She will put a B ( $80 < 88 < 89$ ) for the *Letter Grade for graded work*.

For the assignment percentage, she will put 50%. (If the semester was over, this would be in the F category of 0-100%!) Since the semester is not over, she will put 2 for the *Number of non-passing assignments*. Once she has 1 non-passing assignment, the letter grade drops for each additional non-passing assignment and the corresponding *Letter Grade for pass work* is a B.

With a B in the *Letter Grade for graded work* and an B in the *Letter Grade for pass/fail work*, the letter grade she will put in *My Progress* is a B.

But, the 50% in the assignment percentage should alert her that she cannot have any more non-failed assignments if she wants to not drop below a B.

She has a few options, like getting in that late assignment for credit under the "pardon" policy and making certain she completes the rest of her assignments satisfactorily to bring that assignment percentage up. By reviewing her grades on a regular basis, she can make the decision early enough that by completing and turning in assignments, the assignment percentage will not drop her letter grade below that of her quiz scores.

How to Use the Chart

The following chart is organized so you can enter your current accumulative percentages, write down the corresponding letter grade for the row of each, and then put the *lower* of the two in the progress column:

**MY PROGRESS CHART**

Quiz number just graded	Accumulative Quiz % (look up on eCampus)	Letter Grade for graded work (fill in from matrix)	Accumulative Assignment % (look up on eCampus)	Number of non-passing assignments (look up on eCampus)	Letter Grade for pass-fail work (based on non-passed count)*	My Progress (Lowest letter grade in row)
1						
2						
3						
4						
5						
6						
7						

\*Key for Number of non-passing assignment: 0 or 1-A, 2-B, 3-C, 4-D, 5 and above-F

How to Estimate Your DESIRED Final Exam Score:

At the point you have taken all the quizzes and completed the mid-term learning evaluation, the last two graded works (Final Learning Evaluation and Final Exam) have not been graded. If you want to see what a minimum score for the final would be to get an Accumulative Graded % at the term grade level you want, use the following formulation, knowing the total quiz points with the mid-term evaluation is 375, the final learning evaluation is out of 50, and the Final Exam is out of 150. From:

$$\left[ \frac{3.75 \times \text{Accumulative Quiz\%} + \text{LearningEvaluationScore}(use50) + \text{FinalExamScore}}{575} \right] \times 100 \geq \% I \text{ Want}$$

Rearranging, and assuming 100% for the Final Learning Evaluation is:

$$\text{FinalExamScore}(out\ of\ 150!) \geq 5.75 \times \% I \text{ Want} - 3.75 \times \text{AccumulativeQuiz\%} - 50$$

**NOTE: Once the Final Learning Evaluation has been graded, the score for it will be included in the accumulative assessment percentage, and the formulas become:**

$$\left[ \frac{4.25 \times \text{Accumulative Quiz\%} + \text{FinalExamScore}}{575} \right] \times 100 \geq \% I \text{ Want}$$

$$\text{FinalExamScore}(out\ of\ 150!) \geq 5.75 \times \% I \text{ Want} - 4.25 \times \text{AccumulativeQuiz\%}$$