

## ARCH 331. 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 80% to 100% of assignments
C	C average (70-79%)	Pass for 72% to 100% of assignments
D	D average (60-69%)	Pass for 62% to 100% of assignments
F	F average (<59%)	Pass for 0% to 100% of assignments

The table is organized so that you start with your graded work value. This is from quizzes and can be found in the Vista 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 Vista 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*.

### 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%).

He starts in the B average row (80<85<89) and looks at the pass needed in the next column over. He needs 80% to 100%, and he has 100%, so he can be confident he is at a solid B (far left column in the same row.)

### 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%  $[(1+0+1+0)/4]$ .

She starts in the B average row (80<88<89) and looks at the pass needed in the next column over. She needs 83% to 100%, but only has 50%! She must look down. The next row says 75% to 100%, which isn’t her case. The next row says 62% to 100%; again, not her case. The bottom pass/fail row says 0% to 100%, which 50% falls into (0<50<100). So, unfortunately, her current term grade stands at an F.

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. But 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 %	Letter Grade for graded work	Accumulative Assignment %	Letter Grade for pass/fail work	My Progress (Lowest letter grade in row)
	(look up on Vista)	(fill in from matrix)	(look up on Vista)	(fill in from matrix)	
1					
2					
3					
4					
5					
6					

### How to Estimate Your DESIRED Final Exam Score:

At the point you have taken all the quizzes, the last two graded works (Learning Portfolio 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 is 300, Learning Portfolio score is out of 75 and the Final Exam is out of 150. From:

$$\left[ \frac{3 \times \text{Accumulative Quiz}\% + \text{LearningPortfolioScore}(use75) + \text{FinalExamScore}}{525} \right] \times 100 \geq \%I \text{ Want}$$

Rearranging, and assuming 100% for the Learning Portfolio is:

$$\text{FinalExamScore}(out\ of\ 150!) \geq 5.25 \times \%I \text{ Want} - 3 \times \text{AccumulativeQuiz}\% - 75$$

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

$$\left[ \frac{3.75 \times \text{Accumulative Quiz}\% + \text{FinalExamScore}}{525} \right] \times 100 \geq \%I \text{ Want}$$

$$\text{FinalExamScore}(out\ of\ 150!) \geq 5.25 \times \%I \text{ Want} - 3.75 \times \text{AccumulativeQuiz}\%$$