

Grading Policy Publications Mrs. Quinn / Ms. Kohmuench

Unit Packets, Editing Tasks, Quizzes = 1 weight

Articles, Projects, Layouts, Tests, Logs = 2 weights

Class Performance = 1 Weight

Due to the nature of this course weights are used to calculate final marking period grades rather than percentages. Since groups move through unit segments from one team teacher to another, certain completion dates do not coincide with marking period dates. However, all weights for each marking period are evenly distributed between team teachers; namely, Ms. Kohmuench assigns 50% of the weights as does Mrs. Quinn.

All grades are subject to due dates. Since promptness is essential with teamwork, and journalists are driven by deadlines, due dates are stressed. Ten points will be deducted from any task, project or assignment for each day the product is late.

If a student is absent, one day is added to the due date for each day missed in class due to illness. There is no change in a due date if a student is on an in school or out-of-school field trip. Assignments are given directly to the teacher before leaving or dropped in her respective mailbox.

Project grades for the layout (Kohmuench) section:

One of the goals in Publications is to teach a student to use their time wisely and become self-learners.

Keeping this goal in mind, all grades for projects are subject to the following:

To receive an A or a B on a project, a student must strive to use the software to its full capabilities.

That means that the student must:

1. Use the help menu
2. Try teacher suggested tutorials
3. Try lessons from books and/or online
4. Search and try tutorials
5. Find examples online of other projects,
6. Read the latest research on color and design

Just completing the assignment will earn a student no higher than a C.

Extra time should be used to learn all you can!