

Final Grading Matrix and Grading Legend

Final Grading Matrix

This matrix defines the course and project components and evaluative criteria. Student must achieve a 70% point minimum to pass the course. See Final Grade Legend for detail.

1= Deficient: 0-69%
2=Acceptable: 70-79%

3= Commendable: 80-89%
4=Superior: 90-100%

Component	Item	Comments/Totals	Points				Score
			Def.	Acc.	Com.	Sup.	
Work Value: 25%	Proposal		1	2	3	4	
	Classroom work/ Outside work assignments		1	2	3	4	
	Portfolio		1	2	3	4	
Research Component: Value: 30%	Internet - 5 articles Copies, notes, summaries		1	2	3	4	
	Library – 1 book and 3 periodicals		1	2	3	4	
	Personal interviews		1	2	3	4	
	Bibliography		1	2	3	4	
Product Component: Value: 25%	Final Product		1	2	3	4	
	Summative Paper: describes the product and the process.		1	2	3	4	
Presentation Component: Value: 20%	Presentation		1	2	3	4	
Extra Credit	Possible 5-10 extra points added to final grade	Rationale					
						Total Points	
						Final Grade	P / F

Final Grading Legend

Component Evaluation Criteria

Note: The object of this grading legend is to guide teachers in their evaluation, not to set hard and fast rules; for example, there may be some presentations that will not follow exact formats due to their nature, such as those in the performing arts. Teachers and the Graduation Evaluation Committees should be aware of circumstances that may change the evaluation approach.

Work Component		
Assignment	Score	Description
Proposal	4	Proposal is complete and well developed. Grammar, spelling, and punctuation correct, with no more than 2 errors in the complete paper.
	3	Proposal may need more detail and organization, but is complete and mostly developed. Grammar, spelling, and punctuation correct, with no more than 4 errors in the complete paper.
	2	Proposal is satisfactory and complete, but may need corrections in organization, topic development, sentence structure. No more than 10 errors in grammar, punctuation, and spelling.
	1	Incomplete, poorly done. Unacceptable.
Work Assignments / Homework	4	All assignments turned in and complete, with an average score of 90 or above.
	3	All assignments turned in and complete, with an average score of 80 or above.
	2	All assignments turned in and complete, with an average score of 70 or above.
	1	Missing assignments; or all assignments turned in and complete, with an average of 0-60.
Portfolio	4	All assignments and working papers included, in order, with a neat appearance.
	3	80-89% of all assignments and working papers included, in order, with a neat appearance.
	2	70-79% of all assignments and working papers included, in order, with a neat appearance.
	1	60-69% of all assignments and working papers included, in order, with a neat appearance.
Research Component:		
Internet - 5 articles Copies, notes, summaries	4	All articles copied and handed in. Articles good quality. Notes and summaries complete. Notes contain the main points, and have the citation information. Summaries built from the notes; complete sentences; about 10% the size of the article.
	3	All articles copied and handed in. Articles good quality. Notes and summaries may need improvement in quality and completeness. Notes contain the main points, and have the citation information. Summaries built from the notes; complete sentences; about 10% the size of the article.
	2	All articles copied and handed in. Articles good quality. Notes and summaries need improvement in quality and completeness. Notes contain the main points, but may not have enough detail. Summaries may not be complete.
	1	Missing articles and/or summaries. Notes and/or summaries of poor quality, or does not accurately reflect article content.

Research Component: (cont.)		
Assignment	Score	Description
Library – 1 book and 3 periodicals	4	All requirements fulfilled. Notes from book and articles good quality. Notes and summaries complete. Notes contain the main points, and have the citation information. Summaries built from the notes; complete sentences; about 10% the size of the article.
	3	All requirements fulfilled. Notes from book and articles good quality. Notes and summaries complete, but they may need improvement in quality and completeness. Notes contain the main points, and have the citation information. Summaries built from the notes; complete sentences; about 10% the size of the article.
	2	All requirements fulfilled to 70-79% completeness. Notes from book and articles satisfactory quality. Summaries may need more detail and completeness. Notes contain the main points, and have the citation information.
	1	Missing requirements, poor work with little or no detail or completeness. Lack of effort or quality.
Personal interviews	4	Interview questions showed high degree of thought, preparation and relevance to research issue. Student handed in and used all interview questions. Interview responses documented and reported on in final product. All citation information included.
	3	Interview questions showed relatively high degree of thought, preparation and relevance to research issue. Student handed in and used most interview questions. Interview responses documented and reported on in final product. All citation information included.
	2	Interview questions showed satisfactory degree of thought, preparation and relevance to research issue. Student handed in and used most interview questions. Interview responses documented and reported on in final product. All citation information included.
	1	Interview questions irrelevant, ill-prepared, not used, or absent. Lacking proper documentation, citation information.
Bibliography	4	All sources and references included in the bibliography. Proper MLA format followed, with a score of 90%-100%. Includes all citation information, proper layout, and punctuation.
	3	All sources and references included in the bibliography. MLA format followed with a few issues/errors, from 80%-89% accurate. Includes all citation information, proper layout, and punctuation.
	2	All sources and references included using proper MLA format, satisfactory, with accuracy 70%-79%.
	1	Unsatisfactory work, missing references, did not follow proper format, or too many errors.
Product Component:		
Final Product	4	Final product is complete and follows a pre-agreed upon format to which it is suited. Product is done extremely well, to the student's best ability, and follows the proposal or the amended proposal closely. Clearly superior, creative, and/or well-researched. College preparatory achievement level.
	3	Final product is complete and follows a pre-agreed upon format to which it is suited. Product is done well, with good effort, creativity and researched appropriately. Follows the proposal or the amended proposal closely.
	2	Final product is complete and satisfactory; follows proposal and format closely to the best of the student's ability. May need better organization, research, writing quality, or other facet, but, on the whole, a good effort.
	1	Product is incomplete, poorly researched or executed. Product does not meet minimum standards in writing, research, organization or effort. Student is clearly not working up to potential.

Product Component: (cont.)		
Summative Paper	4	Paper follows format. Organization, level of detail excellent. Spelling, grammar, and punctuation have no more than 2 errors. Show superior insight, thoroughness, and analysis in all areas. Superior effort.
	3	Paper follows format. Organization, level of detail good. Spelling, grammar, and punctuation have no more than 4 errors. Show superior insight, thoroughness, and analysis in all areas. Good effort.
	2	Paper follows format. Organization, level of detail satisfactory. Spelling, grammar, and punctuation have no more than 10 errors. Show some insight, thoroughness, and analysis in all areas. Satisfactory effort.
	1	Paper does not follow format. Organization, level of detail poor or non-existent. Spelling, grammar, and punctuation have many errors. Lack of insight, effort, and analysis. Poor effort.
Presentation Component		
Presentation	4	Presentation closely follows the Summative Paper as a guideline for presentation order and material covered. Student is clearly prepared to both present the project and show a good deal of insight into his/her process, learning, subject knowledge, and cognitive challenges. Student is well prepared, well-spoken, confident, and score is Outstanding on the Presentation Evaluation sheet..
	3	Presentation follows the Summative Paper for the most part as a guideline for presentation order and material covered. Student is prepared to both present the project and discuss his/her process, learning, subject knowledge, and cognitive challenges. Student has worked hard on presentation, is well-spoken, confident, and score is Good on the Presentation Evaluation sheet.
	2	Presentation follows the Summative Paper satisfactorily as a guideline for presentation order and material covered, but may have areas for improvement in both following format and content. Although the student's presentation skills may need work, it is clear that he/she put in considerable work and has stretched their capacity during the process. Student shows adequate preparation fairly present the project and discuss his/her process, learning, subject knowledge, and cognitive challenges. Student's score is Satisfactory on the Presentation Evaluation Sheet.
	1	Presentation is not developed or well prepared, or it may not follow Summative Paper as a guideline. Student has not completed work as assigned. Little to no insight as to process, learning, subject knowledge, or challenges. Student's score is Poor on the Presentation Evaluation Sheet.