

# Grading and Help Sessions

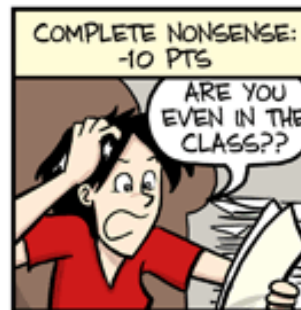
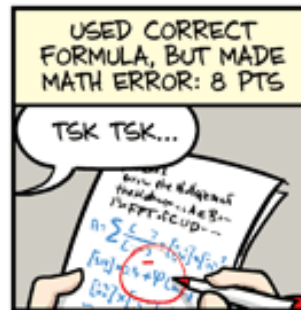
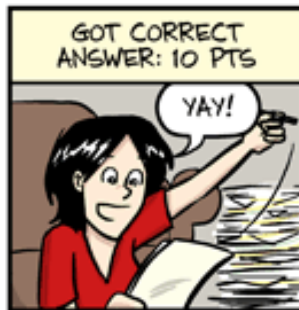
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# Grading

## GRADING RUBRIC

PROBLEM 1 (TOTAL POINTS: 10)



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# Grading: Rules

- FERPA
  - Most secure way to share grades is to post in eCampus (if the professor uses it)
  - ONLY email grades using official department/university email.
  - Files MUST be encrypted!
- Grading exams may only be done under the professor's direct supervision
- Grading should average about 10 hours/week

# Grading: Preparation

## **Before you start to grade:**

- Have detailed solutions with a rubric (partial credit assignment)
- Glance at a few papers to make sure solution is correct
- If possible, anticipate common mistakes and decide partial credit accordingly

# Grading: Being Consistent

- Grade one problem at a time
- When you find an unexpected mistake, determine partial credit and *make a note in your rubric*
- Don't be influenced by appearance
- Try to avoid looking at students' names
- Try to return papers within one week of deadline.

# Grading: Being Consistent

(Strongly recommended...)

- Do not deduct maximum points for one early mistake; verify the remaining steps follow logically.
- Points earned vs. Points deducted-try to clearly indicate the reason in either case
- Randomly re-order papers after each problem

# Grading: Giving Feedback

- Comments OK, but don't overdo it ("sea of red")
- Good to indicate minor errors (negative signs, mis-copied step, etc.)
- Frequent mistakes should be noted for the professor



# Help Sessions: Preparation

- Name tag and sign-in sheets (227D)
- Responsible for making sure your shift is covered (get a substitute if needed!)
- Make sure you are prepared for upcoming topics: see course homepage and/or an instructor's homepage for schedule
- See Sherry or Alisa in 227 for textbook if available

# Help Sessions: Whose definition of “Help”?



# Help Sessions: Whose definition of “Help”?

- Your goal: assist them in finding their mistakes and learning the material
- Their goal (usually): get the answers to the homework!

# Help Sessions: Whose definition of “Help”?

“Give someone a fish, and you feed them for a day. Teach them to fish, and you feed them for a lifetime.”

*--Chinese proverb*

How do you help without just being a “solution manual”?

# Help Sessions: Being Interactive

- KEY: Answer a question with a question!
  - “How do I start?” “What does this word/statement tell you?”
  - “Where is my mistake?” “How did you get from this statement to the next one.”
- Give them time to respond!
- You do not have to stay with the student until they finish the problem: let them work on it while you help others.

# Help Sessions: Being Interactive

- Other tips/suggestions
  - If no one is asking questions, walk around the room periodically (don't make them come to you!)
  - When not walking around, don't work on anything else (students may feel they are bothering you).
  - If several students have a similar question, put key points/ideas on the board.

Questions?