Evaluation Procedures

Grades are posted throughout the semester, with Weekly/Mini Projects counting as completion of the assignment, rather than for aesthetic value. The Midterm and Final Project will be more heavily evaluated on ideas, overall look and feel of piece.

- **56%** PROJECTS (7 @ 80 points each = 560 points total)
- **24%** MINI PROJECT (6 @ 40 points each = 240 points total)
- **10%** MIDTERM PROJECT (100 points total)
- **10%** FINAL PROJECT (100 points total)

A = 1000-900 total points
B = 899-800 total points
C = 799-700 total points
D = 699-600 total points
F = below 600 total points
Assignments

**WEEKLY PROJECTS/MINI PROJECTS**
Throughout the semester I’ll be issuing assignments that will introduce new skills and techniques. I will include written instructions, an example in some cases, links to online information and an in-class demo. You will have the week to complete the project and I will give specific instruction for what to submit. These projects will be graded mainly on completion, with credit for finishing the project and successfully mastering the skill. Mini Projects are simply quick assignments that also cover new skills, but aren’t as involved as the main assignments.

**MIDTERM AND FINAL PROJECTS**
The Midterm and Final Projects will encompass the skills you’ve learned throughout the semester up to the point of assignment. I will grade this project based on completion, but also on aesthetics, composition, level of skill and content. I recommend reaching out to me for critiques throughout your working process.

**REVISIONS**
ForOnce I have graded a project and you can see your score, as well as the critiques for that particular project, you are allowed to submit revisions via email (akinsey@dccc.edu) for an increased score. This is not required, but rather fully up to you to take the critique and improve your score. The file must be sent in the correct format (as referenced in the project details) and you must include the project # and the word “revision” in the subject line of the email. Additionally, please let me know who you are when sending the revised file (because sometimes email addresses do not include your actual name! The last day to submit revisions is Tuesday, May 14th.

**TEXAS CORE OBJECTIVES FOR STUDENT LEARNING**
The College defines essential knowledge and skills that students need to develop during their college experience. These general education competencies parallel the Texas Core Objectives for Student Learning. In this course, the following skills are in focus.

1. **Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. **Communication Skills** - to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. **Empirical and Quantitative Skills** - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. **Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. **Personal Responsibility** - to include the ability to connect choices, actions and consequences to ethical decision-making
6. **Social Responsibility**: to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

**INSTITUTIONAL POLICIES**
Institutional policies relating to this course can be accessed from the following link: [http://www.cedarvalleycollege.edu/syllabipolicies](http://www.cedarvalleycollege.edu/syllabipolicies)

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**CVC LEARNING SIGNATURE**  
CVC’s Learning Signature is One College Transforming Lives. Cedar Valley College establishes clear expectations for students through engagement and empowerment leading to excellence.

**CVC Faculty and Staff expect students to:**
- take responsibility for their own learning
- commit to achieving high academic performance
- be meaningfully engaged in the campus community

**CVC Faculty and Staff are expected to:**
- provide students a clear pathway of instruction
- establish clear learning outcomes
- serve as role models and mentors for students

Under a Texas law (TEC Section 51.907), if you drop too many classes without having an acceptable reason, **your GPA could be affected**. Be sure you understand how this law may affect you before you drop a class.

The law applies to students who enroll in a Texas public institution of higher education (including the colleges of DCCCD) for the first time in fall 2007 or later. Under this law, you may not drop more than 6 classes without an acceptable reason during your entire undergraduate career without penalty. For more information, see our catalog or read Facts About Dropping Classes.

If you drop or withdraw before the official drop/withdrawal deadline, you will receive a grade of W (Withdraw) in each class dropped until the seventh unacceptable drop. You will earn a grade of WF for the seventh unacceptable drop, and each unacceptable drop after that. A grade of WF will be calculated in your GPA as an F.

For more information, you may access: 
[http://www.dcccd.edu/Why/Reg/Registration/Pages/DropWithdraw.aspx](http://www.dcccd.edu/Why/Reg/Registration/Pages/DropWithdraw.aspx)

The Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. This class may not be repeated for the third or subsequent time without paying the additional tuition. Third attempts include courses taken at any of the Dallas County Community Colleges since the fall 2002 semester. More information: [http://www.dcccd.edu/PC/Cost/3rdCrseAttmpt/Pages/default.aspx](http://www.dcccd.edu/PC/Cost/3rdCrseAttmpt/Pages/default.aspx)