**ECHE 362, Senior Laboratory**

**Fall 2015**

**Grading**

Over the course of the semester, each group will prepare six foreman’s reports, conduct six experiments, write three memo reports and three short form reports, and give three oral presentations. Points for each will be assigned as follows:

Foreman’s: 30 pts each (20 written +10 execution) (6 x 30) = 180

Reporting:

Technical grade: 80 pts each (6x80) = 480

Written: 20 pts (memo), 40 pts (short), (3(20)+3(40)) = 180

Oral Presentations: 30 pts each 3x30 = 90

Group Evaluations: 70

The total number of points available = 1000

For the technical grading of your written reports, an ‘A’ level effort will require innovative thinking and/or very detailed execution. A solid technical report that shows good understanding of the material and is essentially complete and error-free is typical of a ‘B’ effort. Grades equivalent to ‘C’ or below will be given when there are significant conceptual or computational errors.

The scenario for each experiment is open-ended. For some, you may be able to suggest/evaluate an alternative (better) solution, or you may be able to answer a question that hasn’t yet been asked but is important to solving the problem. Credit will be awarded as part of the technical grade for going ‘above and beyond’ what is asked for in the scenario. The amount of credit given will depend on how appropriate your suggestions are and how well you support them.

For your written communication score, clarity is most important. It should be clear what your conclusions are and how you arrived at them. An ‘A’ report will be written in a mature, consistent style that is clear, concise and well organized, with correct grammar, spelling and punctuation, and correct usage of figures and tables. A ‘C’ report is likely to be sloppy, hard to follow, or overly verbose.

For the memo/oral reports – the technical grade will be based on both the written and oral material presented. The points awarded for oral presentations are purely based on how effectively you communicate, technical errors are not considered.

Group Evaluations: At the end of the semester, I will ask each of you to submit a grade (A-F) for each person in your group (other than yourself), based on their performance as part of the team. These will be averaged and scaled for the group evaluation (all A’s = 70 pts). For any grade less than ‘A’, I will expect a brief, written comment explaining the grade. Examples of the factors you may consider for this evaluation include:

Were that person’s assignments finished on-time and accurately?

Were they prompt and courteous in personal/electronic communication?

Did they take on their fair share of the workload?

At the end of the semester, final letter grades will be assigned based on the natural breaks in the grades. In the past, this has been very close to ‘straight-scale’, ‘A’ = 900 pts and up, ‘B’ = 800-900, etc.