

CALCULATING FINAL GRADES: An Example of “Weighted Components” in 3 Steps

- Specify all of your policies such that there are numerical equivalents for everything, e.g.
 - Letter grades, e.g. a “B” will be considered the equivalent of 85%, or “85”
 - Attendance ...for example,
 - ⇒ missed 0-3 classes (attended at least 90%) → grade for attendance = 100
 - ⇒ missed 4-5 classes (attended at least 83%) → grade for attendance = 85
 - ⇒ missed 6-7 classes (attended at least 76%) → grade for attendance = 75
 - ⇒ missed 8-9 classes (attended at least 70%) → grade for attendance = 65
 - ⇒ missed 10+ classes (missed at least 1/3 of the course) → grade = 60
 - The √+, √, and √- system ...for example,
 - ⇒ √+ = well done = 95
 - ⇒ √ = satisfactory = 85
 - ⇒ √- = needs work = 75
- Organize your grading scheme in a table, e.g.

ELEMENTS BEING EVALUATED	WEIGHT TOWARDS FINAL GRADE	STUDENT’S GRADE	NUMERICAL EQUIVALENT	CALCU- LATION	POINTS TOWARDS FINAL GRADE
Attendance	15%	# of absences	→ convert to numerical grade	multiply = by .15	
Short group projects, 3	15%	1 combined grade (indiv. plus group effort) on each project	→ calculate arithmetic average (in this case, sum all scores and divide by 3)	multiply = by .15	
I-clicker (2 clicks / class)	5%	# of clicks	→ convert to numerical grade	multiply = by .05	
Extended response	15%	letter grade	→ convert to numerical grade	multiply = by .15	
Midterm	20%	letter grade	→ convert to numerical grade	multiply = by .20	
Final Exam	30%	numerical grade	→ keep same numerical grade	multiply = by .30	
	100%				<i>Sum the above</i>

3. Convert the sum of the total points earned into a letter grade. See below for an example.

APPLYING THE 3 STEPS TO CALCULATE ONE STUDENT'S GRADE
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ELEMENTS BEING EVALUATED	WEIGHT TOWARDS FINAL GRADE	Billie Undergrad	NUMERICAL EQUIVALENT	WEIGHT TOWARDS FINAL GRADE	POINTS TOWARDS FINAL GRADE
Attendance	15%	2 absences	= 100	100 x .15	= 15.00
Short group projects, 3	15%	3 projects	= 81.7 because <i>grades were as follows:</i> ✓ = 75 ✓ = 85 ✓ = 85	81.7 x .15	= 12.255
I-clicker (max 84 clicks)	5%	79	= 95	95 x .05	= 4.75
Extended response	15%	C+	= 79	79 x .15	= 11.85
Midterm	20%	B-	= 81	81 x .20	= 16.20
Final Exam	30%	83	= 83	83 x .30	= 24.90
				Sum	= 84.955
	100%			Final Grade	→ B