

# GUIDELINES FOR HOMEWORK GRADING

dps 26sep01

Adapted from Guidelines developed by Georgette Michko in 1985

1. The total grade for each homework assignment should be determined by the length and difficulty of the assignment. Typically, the total grade will be 100. If the total grade is something other than 100, indicate this on the student's paper, for example, as 68/83. This would mean 68 points were earned, out of 83 possible points.
2. In a given assignment, the maximum grade per problem should be decided in advance, based on the problem's difficulty, complexity, importance, and the time required to solve it.
3. If the problem requires computations, do not give credit unless the required computations are shown. Write a message indicating why you are not giving credit.
4. If a problem is skipped, put a big mark through the space for the problem or clearly indicate by number what problem is missing.
5. On each problem where something is wrong, indicate what is wrong.
6. Remember that the answers to many problems are given in the text or in other locations. Therefore, do not give credit based on the answer only. It is more important to give credit based on the way the student formulates the model to solve the problem, and on the way the student uses that model and other laws to find the solution. Overall, the grade should reflect the student's knowledge and understanding of the material.
7. For partial credit, an important consideration is consistency on all papers. For each problem, use a scale similar to the following guide. Round off to nearest whole point.
  - a. 10% off for basic arithmetic or algebra error.
  - b. 10% off if units are not included in circuit diagrams, plot axes, solutions, or intermediate solutions. If this happens more than once in a given problem, credit should be deducted, up to a total of 20% off.
  - c. 30% off for minor conceptual error.
  - d. 60% off for major conceptual error.
  - e. 80% off if the problem is attempted but that is all.
  - f. 100% off if the problem is not attempted.
8. Several approaches may lead to the correct solution. An approach different from that used in the solution manual or other locations is not necessarily wrong. Check that the approach is a valid, and a logical one for the problem. On the other hand, make sure that the approach that is used is valid in general. If the approach works only in certain cases, the student should identify the special case and why it works here.
9. Do not grade papers that are illegible. If you have to guess what is written, mark it as wrong. If the student has indicated a sign (+ or -), which could be a plus (+) or a minus (-), assume that the sign is wrong. Write a message indicating why you are not giving credit.
10. The problems should be worked in a reasonable order. The homework must be done on 8.5" x 11" paper, folded length-wise, and stapled together if there is more than one page. The student's name, course number, and assignment number, must be visible on the outside of the assignment. If any of these rules are not followed, deduct a small number of points, and write a message indicating why they are being deducted.