

Grading

- Types of grading
 - Quiz
 - Short answer
 - Essay
 - Lab
 - Final exam
- Essay
 - Rubrics useful
 - Breakdown of marks/weighting of components
 - Examples – read a few first without grading, relative ranking
 - ID class standards
 - Preliminary mark
 - Some classes look for average or range of grades
 - Talk to TA coordinator
- Time management
 - Schedule ahead
 - Set goals
 - Be realistic
 - Breakup work
 - Record hours
 - Mark 1 Q at a time
 - Choose Qs based on your background
- Grading anxiety
 - Lack of trust in philosophy of absolute evaluation
 - Responsibility for student grades
 - Check with instructor
 - Breakup grading into manageable blocks
- Grade complaints
 - Responsibility of coordinating
 - What is course policy?
 - Use of detailed key?
 - General discussion of key
 - Set time limits/where/when
 - Debating marks – how to avoid
- Writing Quiz questions
 - Meets with other TAs to discuss Qs
 - Mix of Qs – difficulty levels?
 - Proofreading
 - Have others take quiz to determine timing
- Grading prep
 - Reviewing material that is less familiar
- What are the standards/expectations
 - Matching grading to expectations
 - Rubrics/talk to instructor

- How to be consistent?
 - o Take notes why marks given/taken off