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|  | Attendance | Assignments | Participation | Participation | Participation | Reflection | Portfolio | Revision |
|  |  |  | Discussion posts and Reading | Peer Review | Miscellaneous | Composer’s Memo | Length |  |
| 4.0 | Can miss class no more than once.  Can be late no more than twice.  Must come to my office hours and discuss your work in detail at least once. | Can have 1 late assignment | Must submit all discussion posts.  Does all the assigned reading | Completes High Quality Peer Reviews | Mid-Term Eval  Office Visit  Volunteer Work  Class Enrichment X2  Reading Summaries  (Two days)  Class Notes (one week) | **700 words**  minimum length | At least **3,500** words in the final portfolio reflection  (About **10 Pages**) | **For the final portfolio, resubmit at least 4 of your individual assignments** with multiple changes and significant revision. This means that you have made changes that are likely to affect the audience’s interpretation of your work. You need to include a written explanation in your final portfolio of how your changes have improved your work.  **These revised versions can be submitted during the quarter or with the final portfolio.** |
| 3.7 | Can miss up to 2 classes  Can be late 3 times.  Must come to my office hours and discuss your work in detail at least once. | Can have 2 late assignments | Can miss 1 discussion post  Does all the assigned reading | Completes High Quality Peer Reviews | Mid-Term Eval  Office Visit  Volunteer Work  Class Enrichment X1 | **550 words**  minimum length | At least **2,800** words in the final portfolio reflection  (About **8 Pages**) | **For the final portfolio, resubmit at least 3 of your individual assignments** with multiple changes and significant revision. This means that you have made changes that are likely to affect the audience’s interpretation of your work. You need to include a written explanation in your final portfolio of how your changes have improved your work.  **These revised versions can be submitted during the quarter or with the final portfolio.** |
|  | Attendance | Assignments | Participation | Participation | Participation | Reflection | Portfolio | Revision |
|  |  |  | Discussion posts and reading | Peer Review | Miscellaneous | Composer’s Memo | Length |  |
| 3.3 | Can miss up to 2 classes  Can be late 4 times. | Can have 3 late assignments | Can miss 2 reading discussion posts.  Does all the assigned reading | Completes High Quality Peer Reviews | Mid-Term Eval  Office Visit | **400 words**  minimum length | At least **2,450** words in the final portfolio reflection  (About **7 Pages**) | **For the final portfolio, resubmit at least 2 of your individual assignments** with multiple changes and significant revision. This means that you have made changes that are likely to affect the audience’s interpretation of your work. You need to include a written explanation in your final portfolio of how your changes have improved your work.  **These revised versions can be submitted during the quarter or with the final portfolio.** |
| 2.8 | Can miss up to 3 classes  Can be late 5 times. | Can have 4 late assignments | Can miss 3 reading discussion posts. | Completes Peer Reviews | Mid-Term Eval  Office Visit | **300 words**  minimum length | At least **2,100** words in the final portfolio reflection  (About **6 Pages**) | **As above, revise 2 assignments for the final portfolio.** |
| 2.4 | Can miss up to 4 classes  Can be late 6 times. | Can have 5 late assignments | Can miss up to 4 reading discussion posts. | Completes Peer Reviews | Mid-Term Eval | **200 words**  minimum length | At least **1,750** words in the final portfolio reflection  (About **5 Pages**) | **Revise 1 assignment for the final portfolio.** |
| 2.0 | Can miss up to 5 classes  Can be late 7 times. | All assignments must be in by the end of the quarter | Can miss up to 5 reading discussion posts. | Completes Peer Reviews | Mid-Term Eval | **150 words**  minimum length | At least **1,050** words in the final portfolio reflection  (About **3 Pages**) | **Revise 1 assignment for the final portfolio.** |

NOTE: In order to meet the above requirements, **all assignments must show sincere engagement with the tasks at hand and the course concepts we are working with**. For example, a composer’s memo that simply has the three words “zippidy do da” repeated 300 times would NOT meet the requirements for a 4.0 composer’s memo (despite having enough words). Likewise, a multimodal assignment that shows extremely low effort will not count as a completed assignment. Please talk to me ASAP if you have concerns about whether or not your assignment will count as “complete”