**Grading System**

Each assignment will be graded on 4 categories: Completion of Work, Craftsmanship and Technique, Personal Growth and Development, and Proper Use of Class Time. These will be separately weighted categories and will be looked at with a “Pass/Fail” mindset.

**Definition of Categories**

**Completion of Work 10%**

Does the piece look finished? Is it neatly presented? Was the final product presented with care and confidence? Were all appropriate deadlines met?

**Craftsmanship and Technique 30%**

Did the student use the required materials? Are all aspects of the assignment present? Was the student able to understand and apply concepts presented in class?

**Personal Growth and Development 40%**

Is there obvious effort and motivation invested in the student’s final product? Did the student actively engage in class discussions and projects?

**Proper Use of Class Time 20%**

Was the student using class time in a manner conducive to individual and group success?

***\*\*Example\*\****

A student did not complete the assignment. However, the student used the right materials, tried hard, and used class time wisely. This student would score a 90% for the assignment.

**Weekly Grade**

Each week, student will be given a grade according to two of the previously described categories: Personal Growth and Development and Proper Use of Class Time.

The weight of these categories are adjusted for the weekly grade to 60% for Personal Growth and Development and 40% for Proper Use of Class Time. The student will not receive credit for the Proper Use of Class Time category if the student has 2 or more tardies of 5 or more minutes within that week.

***\*\*Example\*\****

If the student takes notes and takes pride in their work, but needs to be redirected often, the student’s grade for that week would be a 60%.

**Attendance**

Students will be graded on attendance. Attendance will be taken at the start of class. The student’s final grade may be adjusted according to their attendance. After 4 unexcused absences, 5 points will be removed from their final grade. For *any* absence after 5, one additional point will be removed.

[5 unexcused absences = -5 points]

[6 absences = -1 additional point]

[7 absences = -1 additional point]

[8 absences = -1 additional point]

[9 absences = -1 additional point]

\*\*This sequence will continue with each absence\*\*

**Additional Attendance Information**

If you are absent for ***any*** reason, you are responsible for taking a textbook and making notes if a chapter was covered in class that day.

**Attendance Incentive**

For students with less than 3 absences ***total***, 5 points will be added to your final grade.

\*\*NOTE\*\* An unexcused absence can be defined in the CSD Student Handbook

**For students who have absences and would like to expunge them from their *course* record:**

Students will create a coloring book. The theme of these coloring books will be chosen by the students. For students to receive credit, these books must demonstrate an understanding of outlines, contour lines, structural lines, vertical lines, horizontal lines, diagonal lines, and curved lines, perspective, and elements and design. The books must be a minimum of 5 pages long. An engaging cover page will be required.

The completion of these coloring books will expunge 3 absences from their course record. However, students will not receive the attendance incentive of an additional 5 points as described in the attendance policy. This project may be completed multiple times depending on how many absences the student has. The theme of each book must be different if completed multiple times.

**EXAMPLE**

A student has 7 unexcused absences which equals 7 points taken from their final grade in accordance with the course attendance policy. The student chooses to complete the coloring book described above. If the criteria is met, 3 absences will be removed from the course record. This gives the student 4 unexcused absences for the course and no points will be removed from their final grade.