Grading issues

Éva Pósfay

In your syllabus:

- Include specific information about grade computation
- Be clear about expectations
- Build in some flexibility

During your course:

- Be consistent and view your syllabus as a “contract”
- Follow through with written confirmation
- Document and keep records

After your course:

- Keep all the grades handy for an entire year after the end of the course
- Be available to answer questions from the student, the Chair, and/or the Dean of the College Office