There is a quiz today and there is also a handout that needs to be

copied. DON'T FORGET TO MAKE COPIES OF BOTH OF THESE!

Please allow 15 minutes at the end for the quiz. BE SURE TO GIVE THEM

THE FULL 15 MINUTES, so stop them from working on the handout when there

is exactly 18 minutes left (so that you have time to hand out the quizzes

with 15 minutes remaining.)

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Begin class by handing back the quiz from last week. Go over the

solutions.

IN THE FUTURE, ON DAYS WHERE YOU ARE HANDING BACK A QUIZ, YOU SHOULD

GO OVER THE SOLUTIONS AS WELL, BUT I WILL NOT SPECIFICALLY MENTION

THIS IN MY INSTRUCTIONS -- JUST ASSUME THAT YOU SHOULD ALWAYS GO OVER

QUIZZES WHEN YOU HAND THEM BACK.

If students are unhappy about the way something was graded, here is

the protocol:

1. Have the student write on a separate piece of paper their name

and which problem(s) they want you to look at.

2. Take the quiz with you after class and look at it while the

student is not around. NEVER REGRADE ANYTHING IN FRONT OF THE

STUDENT. It's not a debate and you cannot consider anything

they say verbally after the fact. You have to grade what is

written on the quiz paper the same way that the other quizzes

have been graded. Their feedback is not useful.

3. You have to stick to the rubric that was used to grade the quizzes.

You can't give a student more points for something just because

they ask.

4. Most of the time the grading was done correctly. In this case,

write a very short note back to the student explaining that

the grading was correct and why.

5. In the rare event that the grader made a mistake, correct it on

the student's paper, and then go into the grades server

(grades.cs.umd.edu) to adjust their grade.

6. If you're not sure whether the grading was correct or not, talk

with one of the graders who is working with you to ask them

about it. If you still can't come to a conclusion, ask me (for

sections 020X, 040X) or ask Nayeem (for sections 050X).

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Instruct the students to physically move so that they are next to

their lab partner.

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Distribute the handout and have them work on it for most of the class

session.

We are not collecting this (they are not submitting it).

Try to help them as much as you can -- the goal is for everyone to get

it done!

If they don't finish during class, encourage them to work on it at home.

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GIVE THE QUIZ! (Allow 15 minutes.)