Active Learning Exercises

There will be weekly Active Learning Exercises (ALE’s). ALE’s are in-depth homework questions that are designed to help you learn and the major concepts discussed in class and in the reading assignments in your textbook that we think are important and thus may be included on the exams. ALE’s are “stamped assignments” that will only be stamped by the instructor when the ALE is due and shows a conscientious effort to be completed. If you are not in class, late to class, or absent, your assignment will not get stamped—however, contact the instructor A.S.A.P. if you are unable to attend class due to poor health or other emergency circumstances. Due dates will be announced in class.

Portfolios of Active Learning Exercises

- What’s a portfolio? A Portfolio is file folder containing a collection of Active Learning Exercises (“ALE’s”) that you complete during the quarter.
- How is a portfolio organized? Each assignment should be stapled individually and present in the correct order: ALE 1, 2, etc.) To facilitate the evaluation of the portfolios, do not attach the ALE’s to the file folder or each other. After each portfolio is returned to you with a grade, remove all work from your portfolio folder to make room for future stamped assignments.
- When are portfolios due? At the start of each exam during the quarter a portfolio containing the ALE’s completed since the previous portfolio was due will be collected and assigned a grade.
- How are portfolio assignments graded? A grade will be assigned to each ALE based on the following criteria:

  **10 points**: Assignments bearing a stamp and that have corrections made to incorrect and/or incomplete answers according to the guidelines below. It is your responsibility to check and make corrections for all ALE and lab questions.

  **Follow these guidelines when making corrections:**
  - Indicate if a response is correct by clearly recording a “check” next to all correct responses.
  - For incorrect or incomplete responses: Corrections and additions should be clearly indicated by using another color pen or by using a highlighter to highlight the correction or addition. Do not erase incorrect responses—simple cross them out by putting a line through your original answer.
  - If space permits, write your corrections/additions next to your original response. Do not erase incorrect responses—simply cross them out by neatly putting a line through your original answer. Be original when making corrections and answering questions. Do not simply copy answers from the textbook, answer keys or from other students—this is of no help to you as little learning will take place.
  - Make corrections on separate paper only if there is insufficient space next to your original response. Clearly indicate on the top of the 1st page of the assignment and next to the individual questions that corrections are on separate paper stapled to the last page. Number your corrections as the original questions are numbered.

  **5 - 9 points**: Stamped assignments that are complete but lack corrections and/or are of inferior quality. The number of points earned will be based on the quality of the work.

  **5 points**: unstamped ALE’s that are complete and have corrections.

  **0 points**: incomplete ALE’s without a stamp and corrections.