

Your Information and Your Plan - Course _____ Class Days _____ Class Hours _____ Date _____

1. **PRINT** your complete name in WCJC records, phone number, and WCJC email address so I can **reliably** reach you in an emergency.

WCJC Name: _____ **Phone #** ____ - ____ - _____ **WCJC Email:** _____ @student.wcjc.edu

2. **Place a check in the _____ to the left of EACH of the 4 statements to confirm that you understand the statement:**

For every 1 credit hour in class, you need 2 to 3 hours outside of class in preparation. If you are taking 12 credit hours , you need a MINIMUM of 36 hours a week (12 in class + 24 in preparation outside of class) . – Click here for WCJC's link on this.
To succeed, you need to plan your college work to match both your current life and future goals . - This form is to help you plan.
Write the Course Due Dates and what you plan to do on a calendar that you use each day—electronic, a pretty one you bought, or one you downloaded for free from the Internet. I really suggest a month-in-view , not a daily planner.
This course provides online resources to save you time and match how you learn. I will show you how to use them even if you have limited Internet access and limited computer access. If you have neither, see me for alternatives for assignment instructions and for the one resource you cannot get from class. Tip: Save files, but print selectively. I will suggest some things to print in class.

3. **Place a check to the left of YOUR planned grade.**

__ an A (895-1000 points) __ a B (795-894 points) __ a C (695-794 points) __ D (595-694 points) __ F (594 or less)

4. As we talk, record what you plan to do—both assignments and extra credits. I provide a copy for you and for me, with a larger print version of this table at your course website and in Blackboard. Copy your choices on your copy so you know what you said you planned to do, and record your grades as you earn them so you can keep track of your own grade. You can determine your own average by dividing your current total where you see each broad line. **What you do is your decision, but my objective is to grade so that I encourage you to do things in your interests throughout the course. There are 1000 points in the course and a bit more than 28 extra credit points.**

Possible Points Available to You in This Course for Work Done by Date in Course Schedule	Points for Required Work	Points As Extra Credit	X If You Plan to Do This	Actual Points You Earned	A	B	C	D	F
Quiz A – check your knowledge	0	Less than .4			277.45 or more	246.45 or more	215.45 or more	184.45 or more	Below 184.45
Quiz A – quiz in class	10	0							
Checked knowledge & made 8 to 10	0	2							
Practice Essay (History Changes Essay) – in class	10	0							
History Changes Essay extra credit – in class	0	10							
Working Session (graded) 1	10	0							
Quiz B – check your knowledge	0	Less than .4							
Quiz B – quiz in class	10	0							
Checked knowledge & made 8 to 10	0	2							
Quiz C – check your knowledge	0	Less than .4							
Quiz C – quiz in class	10	0							
Checked knowledge & made 8 to 10	0	2							
Working Session (graded) 2	10	0							
Unit 1's Objective Exam	200	0							
Unit 1's Essay Exam (2 essays, 25 each)	50	0							
Possible Points with Unit 1	310	16 + less than 1.2							
Quiz D – check your knowledge	0	Less than .4			537 or more	477 or more	417 or more	357 or more	Below 357
Quiz D – quiz in class	10	0							
Checked knowledge & made 8 to 10	0	2							
Quiz E – check your knowledge	0	Less than .4							
Quiz E – quiz in class	10	0							
Checked knowledge & made 8 to 10	0	2							
Quiz F – check your knowledge	0	Less than .4							
Quiz F – quiz in class	10	0							
Checked knowledge & made 8 to 10	0	2							
Working Session (graded) 3	10	0							
Unit 2's Objective Exam	200	0							
Unit 2's Essay Exam (2 essays, 25 each)	50	0							
Possible Points with Unit 2	290	6							
Possible Points for Unit 1 + Unit 2	600	22 + less than 2.4							
Quiz G – check your knowledge	0	Less than .4							
Quiz G – quiz in class	10	0							
Checked knowledge & made 8 to 10	0	2							
Quiz H – check your knowledge	0	Less than .4							
Quiz H – quiz in class	10	0							
Checked knowledge & made 8 to 10	0	2							
Quiz I – check your knowledge	0	Less than .4							
Quiz I – quiz in class	10	0							
Checked knowledge & made 8 to 10	0	2							
Working Session (graded) 4	10	0							
Unit 3's Objective Exam	200	0							
Unit 3's Essay Exam (2 essays, 25 each)	50	0							
Possible Points with Unit 3	290	6							
Possible Points for Unit 1 + Unit 2 + Unit 3	890	28 + less than 3.6							
Quiz J as a refresher for the Final Exam	10	0							
Final Exam – If not taken, an F for COURSE	100	0							
Possible Points for Unit 1 + Unit 2 + Unit 3 + Final	1000	28 + less than 3.6							

5. If there is something you would like for me to know about you, please write it on the back. Draw a **big arrow** here so I know.

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Last Updated: 2013
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