

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. **Write the word Yes in the _____ to the left of EACH of the 3 statements** to confirm that you understand EACH 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) .
	Write the Course Due Dates and what you plan to do on a calendar that you use each day. Use a month-in-view , not a daily view.
	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.

3. **Place a check to the left of YOUR planned grade.** Notice the difference in 895 points and 894 points.

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

4. This is a 1000-point course. I plan to do EACH of the items I have checked for objective work and written work:

The objective work consists of:

	2 tasks for Getting Started @ 5 each and 3 Question & Answer Sessions (requiring preparation) @ 10 each
	9 Quizzes as interactive study guides @ 10 points each (See the syllabus for extra credit for How You Work.)
	3 Unit Objective Exams @ 170 points each
	Departmental Final Exam @ 100 points – Departmental policy is an F for the course if you do not take the Final.

The written work consists of some formal (the Comparisons) and one informal assignment:

	Getting Started - 20 points (short paper submitted in Blackboard). It is required to do Comparisons.
	Introductory Comparison on History Changes @ 20 points (with 10 additional points for following Good Habits for Evidence) – It is required to do other Comparisons. (See BELOW for the 20 points extra credit if you follow the Good Habits for Evidence.)
	Unit 1 Comparison @ 50 points (with 10 additional points for following Good Habits for Evidence)
	Unit 2 Comparison @ 50 points (with 20 additional points for following Good Habits for Evidence)
	Major Comparison, covering Unit 1 and 2 @ 50 points (with 30 additional points for following Good Habits for Evidence)

5. Look at the written work above. What is the one Comparison that can make the biggest difference in your grade—if you follow the Good Habits for Evidence?

6. *There is another extra credit not in this list.* I plan to do EACH of the extra credit opportunities for HOW I work that I have checked:

	By taking the Check Your Knowledge quiz in Blackboard, you earn a few points (at .01 per question and a maximum of 40 questions per quiz). Tip: Do not look up anything. You want to know if your brain is wrong.	Reminder: The name Check Your Knowledge says what it is. You measure what you think is true without looking anything up. If you don't know something or you are absolutely wrong about it, you need to know—and fix the error. With Check Your Knowledge quizzes, missing a question does not hurt your grade because points are tiny and extra credit.
	By taking the Check Your Knowledge quiz in Blackboard by the date in the Course Schedule, you earn 1 extra point and qualify to make a 2nd extra point for the quiz (covered in the row below). For example if you took the Quiz A – Check Your Knowledge quiz by the date, I enter 1 in the grade Quiz A Extra Credit.	The additional benefits from the timing of how you are working are that you have enough time to correct your weakness by reading carefully, listening in class for that information, and asking your instructor if the question is still not clear. Note: No extra credit if students purposefully do not click to check their knowledge, but just display all the answers. If you accidentally do this, email me your class and the letter of the quiz and I will reset it.
	By doing the Check Your Knowledge quiz by the date in the Course Schedule and by making 8 points or higher on the quiz in class, you earn 1 more extra credit point. For example if you took the Quiz A – Check Your Knowledge quiz by the date and then make 8 points or higher on the quiz in class, I change that 1 in the grade Quiz A Extra Credit to a 2.	the additional benefits are that you also: <ul style="list-style-type: none"> • Are staying current with your work and are more likely to pass the Unit Objective and your Comparison. • Will understand the work we do in class and be better prepared for the written assignments—if you read what you did not know (not just memorize without trying to understand) Note: No extra credit if quiz sheets are out during any class.
	By following the 5 Good Habits for Evidence¹ on the introductory, practice Comparison, you can earn 20 extra credit points	The additional benefits are that: <ul style="list-style-type: none"> • You should be able to do stronger work on the next Comparisons and on your future work in college and for a career. • As a rule of thumb, any habit that you can successfully practice 3 times is the new you.

7. If there is something you would like for me to know about you, please write it below or on the back. If you put it on the back, draw a **big arrow** here so I know to look.

¹ If you do **not follow** the 5 Good Habits for Evidence with the Practice Comparison, you are **required to** do what the feedback in rubric says for you to do **before** I will grade any of the next Comparisons. When you resolve the issues with the Practice Comparison, you also earn 10 of the 20 extra credit points.

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