



## Evaluation and Assessment

### Grading Scale

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
93-100	90-92	86-89	83-85	80-82	76-79	73-75	70-72	66-69	63-65	60-62	<60

### Breakdown of Final Grade

Students are evaluated in the following areas:

Description	Percentage of Final Grade	Type of Assessment
4 Quizzes	10%	Test
2 Exams	20%	Test
6 Assignments	40%	Quiz
Discussion and participation	30%	

## Instructor Contact and Reply Policy

As the teacher of this class I will:

- Log on to the course website at least once a day to answer questions, check in with discussions, and provide feedback on assignments.
- Read all discussions and assignments providing feedback to help extend learning and answer questions.
- Answer e-mails and respond to discussionboard "Help!" questions within 24 hours during weekdays and 48 hours over weekends and holidays (unless otherwise announced).

## Technical Support

If you have technical questions or require technical assistance please contact ZipSpot:

x By Phone: 330-972-6888

x By Email: [spot@akon.edu](mailto:spot@akon.edu).

[The ZipSpot Help Desk website can be found here.](#)

[Spingboard selfhelp guides can be found here.](#)

## Academic Support: The Writing Lab and eTutoring

The University of Akron provides both on ground and online help with writing.

### The Writing Commons, Writing Lab, and Writing Center

The University of Akron provides free assistance currently enrolled students at two main campus locations as well as Wayne College. Select the location name to access the website of each.

tutoring in Writing, Accounting, Chemistry Math (through Calculus II), and Statistics. The Online Writing Lab allows you to submit a draft of your paper to a tutor, ask for specific feedback, and receive your feedback with a tutor's comments in approximately 24 to 48 hours. You may submit up to three drafts per paper. eChat will allow you to meet with a tutor in one-on-one tutoring sessions as a fully interactive, virtual online environment. Offline questions will allow you to leave a specific question for an eTutor, who will respond within 48 hours (but usually sooner). [Select this link to learn more about eTutoring services.](#)

### Accessibility Statement

Any student who has a disability that substantially limits learning in a higher education setting may contact [the Office of Accessibility](#) for information regarding eligibility for reasonable accommodations. The office telephone number is (330) 972-7928 (Voice) or (330) 972-5764 (TDD).

### Etiquette for use of Brightspace

- Avoid language that may come across as strong or offensive.** Language can be easily misinterpreted in written communication. If a point must be stressed, review the statement to make sure that an individual will not be offended; then post the statement. Honor and academia may easily be misinterpreted, so try to be as matter-of-fact and professional as possible.
- Keep writing to a point and stay on topic.** Online courses require a lot of reading. When writing, keep sentences focused and brief so that readers do not get lost in overly long paragraphs and miss the point of the statement. Also, do not introduce new topics; it may

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## Bibliography

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- Goel, A. *et al.* in *Design Computing and Cognition '14* (eds John S. Goon & Sean Hanna) 625-643 (Springer International Publishing, 2015).
- Hoeller N. *et al.* A systems view of bio-inspiration: bridging the gaps. *Insight* **19**, 36-40, doi:10.1002/in.st.12071 (2016).

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