

**Idea # 13:****Use a “student understanding” form.**

It is important that students clearly understand what instructors expected of them. We therefore recommend the use of a “student understandings” form. This form should be given to students during the orientation to the course, with an explanation of each item. Students then initial each item as you explain it, indicating their understanding. Here are sample items one might include in such a form:

**Student Understandings**

1. I understand that there are intellectual standards in this course and that I am responsible for monitoring my own learning. \_\_\_\_\_
2. I understand that the class will focus on practice not on lecture. \_\_\_\_\_
3. I understand on a typical class day I will be working in a small group and that I will be responsible to take an active part in advancing the assigned work of the group. \_\_\_\_\_
4. I understand that I will be held regularly responsible for assessing my own work using criteria and standards discussed in class. \_\_\_\_\_
5. I understand that if at any time in the semester I feel unsure about my “grade,” I may request an assessment from the instructor(s). \_\_\_\_\_
6. I understand that I must keep a journal, using a special format and including 20 entries in the course of the semester. \_\_\_\_\_
7. I understand that there are 27 short written assignments, one due for several class days. \_\_\_\_\_
8. I understand that if an assignment is due for a class day and it is not completed, then I am not prepared to do the “in-class” work of the day and will be asked to leave. I understand that I may return to class once the assignment is completed. \_\_\_\_\_
9. I understand that there is an oral exam that is a mastery exam. I understand that all entries must be passes to pass the course. \_\_\_\_\_
10. I understand that there is a final exam in the course. \_\_\_\_\_
11. I understand that I must do A Self-Evaluation, in which I “make a case” for receiving a particular grade using criteria provided in class and citing evidence from my work across the semester. \_\_\_\_\_
12. I understand that the work of the course requires Consistent classroom attendance and active participation. \_\_\_\_\_
13. I understand that the class will not be graded on a curve. I understand that it is theoretically possible for the whole class to get an A or an F. \_\_\_\_\_
14. I understand the basis of the final grade as outlined in the syllabus. \_\_\_\_\_
15. I understand that since the final grade is not based on points and is not mathematically calculated; the percentages outlined in the syllabus are approximations to suggest emphasis, not precise figures. In assigning my final grade the professor will lay all of my work out before her and match my work as a whole against criteria passed out in class and using the weighting above.

NAME (*print and sign*) \_\_\_\_\_