

COMM 326

Weekly Group Quizzes

At the beginning of class on the dates indicated in the course calendar, each in-class learning group will take a quiz covering the material covered (textbook and slides) in the previous class.

The quiz is taken as a group—individual copies of the quiz will be given to group members, but the group submits only one signed quiz for grading.

The group score on each quiz is then assigned to each individual member of the group. There will be 8 quizzes of varying point totals, and an average will be taken after quiz #8 and a letter grade assigned.

Quiz formats will vary in format and length, and can include: true/false items, multiple choice items, definitions, and/or short answer items.

The quizzes are designed to be helpful in learning the course material, to provide a unique context in which to learn about and observe group process, as well as serve as a study guide for the final exam (which covers the entire course).

Missing a Quiz

Sometimes circumstances do not allow students to be present to take a group quiz. To handle these situations:

- (1) The group should somehow be notified prior to the missed quiz of an absence [unless something happens on the way to class (e.g., car accident) making communication not possible]. It is important in any group to be accountable in helping the group meet its obligations and as a good group participant to keep in touch with the group when unable to be there to participate.
- (2) The student should explain to the group the circumstances of the missed quiz and request a make-up quiz.
- (3) It is up to the group to then decide if a make-up quiz is warranted.
- (4) Should the group support giving a make-up quiz, a memo communicating that the group supports the make-up should be drafted by the student missing the quiz, signed by all the members, and given to the instructor who will schedule a make-up to be taken as an individual.
- (5) Grades for make-up quizzes are scored as an average of the individual score and group score.
- (6) Should a group not support a make-up quiz (e.g., no attempt was made to notify the group prior to a quiz, an excuse is not perceived to warrant a make-up quiz (e.g., “It was cold outside,” etc.), it is possible to appeal to the instructor for a review. Otherwise no points will be recorded for that missed quiz.