

TEST AND QUIZ CORRECTIONS

(A.K.A. "How I had a tough time, but was able to come out OK")

Rules for corrections to get up to half of lost points returned

1. Reconstruct the question combined with the answer as a correct, complete sentence.
2. Write that reconstructed sentence twice for each missed question.
3. Include, once only, any related graphics (charts, graphs, pictures, text boxes, etc.). If the answer choices are in the form of graphics, then include only the graphic of the correct answer.
4. On questions which ask for you to choose the exception such as "...all of the following except...", you must include all choices that make the sentence correct (i.e. the other three choices).
5. Questions with the answer placed at the end, separate from the question itself, are not acceptable.
6. Sentences must be hand-written, not typed.
7. Sentences must be in order and numbered by their original number on the test or quiz.
8. Completed corrections must be returned within three class meetings of the date the assessment was returned to you.
9. Points will not be awarded for any corrections not following these guidelines.

HOW WELL YOU DO IS UP TO YOU