Grading Practices

School: Tallwood High School

Subject(s): Business & Information Technology: Computer Information Systems (CIS)/Advanced CIS

Grade Level: 9 - 12

Homework

Employees (students) may find times when they will need to work overtime to complete their modules or GMetrix MOS trainings and/or tests. *The Company* will be opened for employees during their study blocks or after school by appointment only. Employees (Students) must make an appointment with the CEO to stay beyond their specified work time and get their pass signed by the CEO and the study block teacher before coming in during study block.

Late Work

If students/employees fail to meet their two-week contract goals, they are to carry those goals over to the next two-week goal contract which may increase the number of goals to be completed for the new contract period.

Explanation of Zeroes

- A "0" (zero) in the gradebook indicates that an assignment has been graded and earned zero credit.

Reassessment

- Students/Employees will be allowed to resubmit projects/modules when they are done incorrectly. The CEO will return graded documents for the student/employee to correct the assignment/job. They will be given two (2) chances to get the job done correctly before the highest grade is recorded.
- All GMetrix proficiency tests can be retaken until the student/employee's goal contract period has ended and grades are recorded.
- All GMetrix practice tests can be retaken until the student/employee passes with an 85% or above. Students must obtain this score to prequalify for a certification exam.

Make-up Work

- Timely completion of all assignments is required.
- Students/Employees are expected to make up all work contracted for the two-week work period within those two weeks when absent. If necessary, students/employees may have to work "overtime".
- Parental contact and/or academic detentions may be used as necessary to insure assignment completion.

Extra Credit

There will be no extra credit given in this class.

For additional information, please access the [VBCPS Grading Guidelines for Secondary Schools](#) on vbschools.com.