FINAL GRADES MEETING

At the final grades meeting, we will set the boundaries for grade cutoffs.

Coaches: On Fri. 12/18, 3-4:30PM, you need to be at the final grades meeting so you can propose bumping up (down) your students’ grades -- bumping up, for example, if a student’s scores improved later in term, class participation showed more understanding in your view than exams, did good reviews of material, etc.

If you can’t make it, you should make an effort to participate remotely -- say by skype. In any case, if you can't attend in person, it is your responsibility to find someone who can attend and give them written notes so they can present your recommendations for your students’ grades, along with an explanation that will persuade the staff.

MIDTERM 4 RUBRICS

If you helped with grading on Midterm 4, email the gradesmasters telling them which problems you helped grade, and any details you remember what the midterm 4 rubric was like.

EXIT SURVEY FOR STUDENTS

Have 15-20mins of a week 14 class devoted to filling out the survey in-class
For students who missed that class, we’ll have it online on 6.042-r to fill out.

Things to include in the survey:
   • opinions/comments on optional psets
   • review leaders
   • Would it be useful if TAs went over select problems? (in videos, etc.)

GRADES

It would be helpful if we could tell students what percentile their grade is.
By next Wednesday: Misha will make a complete up-to-date spreadsheet of grades
including waivers, working with Elizabeth to get the MITx grades out.

Coaches: ENTER IN YOUR PARTICIPATION GRADES! About half of coaches are more than 2 weeks behind. Get it together, guys. We’re going to make a grades spreadsheet and we need all the grades in.

THE FINAL

Creating content for the final
**UTAs: email Albert with nominations of problems** that you think would be good to cover on the final (a rehashing of the question in a different way)
-if most of the students got the problem wrong, it might be a good question to ask about

Proposed material on the final
Probability material will be given extra weight by making it will appear in other topics—probability in graphs, etc.

- 8 or more questions will be based on previous problems they’ve seen
- 4 or more questions will be questions combining multiple topics like probability, graphs, etc.

Conflict finals
Zoran will take care of this, getting a list of students who have conflicts

No plans for a staff meeting next week

Proctoring the final exam
Julian, Harlin, Tanya, Jacob, Javier, Wei can all do it
Usually we have a first team of 3 proctors for 1.5hrs, then switch out for the other team
Zoran will not be there. Albert will be around for part of that time.

The final will be in Johnson.

REPLY TO THE EVENT INVITATIONS
Thursday 12/17
- 5pm-11pm: grading

Friday 12/18
- 10am-1pm: grading
- 3-4:30pm: final grades meeting

If you can only come for part of the session, respond YES, and then email the gradesmaster telling which times you’ll be available.
QA testers for the final
Get as far as you can in 2 hours, write it all out, email your written exam book, and your comments/impressions

We hope to have a draft of the final by next Wednesday

Maria, Tomas, Javier will be the UTAs who do the first review of the final, on about Wednesday/Thursday of next week.
Katie, Zi-Ning, Daniel, will be the LAs who do the second review of the final, on about Friday/Saturday of next week.

Office hours & review sessions
Up to the TAs, announce them on piazza