

6. Evaluation

Evaluation of students will emphasize:

- Written and oral communication skills
- Depth of knowledge in the area of research
- Ability to problem solve and critically assess experimental methods and results
- Ability to relate experimental results to underlying theories and current literature
- Professional work practices

Although the final grade in this course will be determined as shown in Table 6.1, a final grade will not be submitted unless the Course Coordinator, Chemical Technologists, and your Supervisor are satisfied that you have cleaned up your lab area in an acceptable manner after your experiments are completed.

Table 6.1: Final course grade.

Evaluation	Percentage of Final Grade	Evaluator/s
Course orientation & safety briefing quiz	2	D. Poirier
Memos of research progress (4 in total)	10	D. Poirier
Literature review & proposal	20	Research Supervisor
Interim oral presentation	10	Research Supervisor
Final oral presentation	15	Research Supervisor
Draft version of final report (short journal article)	20	Research Supervisor
Final report (short journal article)	15	Research Supervisor
Work practices (teamwork, safety practices, being punctual, organized, prepared in meetings and lab, etc.)	5	Research Supervisor
<u>Assessment of the contribution by each team member to the work done (peer evaluation via onQ)</u>	3	Student (via onQ peer evaluation) & Supervisor
Total Final Grade	100	

Please review “Deliverables Requirements” section of the course manual on the course onQ website and the evaluation sheet samples (located in the “Forms & Information Resources” module of the course onQ website) for guidance on expectations.

PLEASE NOTE: Deliverables are due at the dates and times specified in the course "Event Calendar / Timesheet" excel workbook. Deliverables that are received late will receive a mark of zero.

Grade Calculation Policy

Final Course Grade

All graded components of this course will receive a final numeric percentage mark (these marks will be posted on onQ as grading is completed). The final course grade will be derived by converting your numerical course final grade to a letter grade according to Queen’s official grade conversion scale:

Table 6.2: Queen’s official grade conversion scale.

Numeric Grade Range	Letter Grade Equivalent
90-100%	A+
85-89%	A
80-84%	A-
77-79%	B+
73-76%	B
70-72%	B-
67-69%	C+
63-66%	C
60-62%	C-
57-59%	D+
53-56%	D
50-52%	D-
0-49%	F

Calculation of numeric grades from letter grades - “Letters in, numbers out method”

The conversion of letter grades to numeric grades for the purpose of calculating an assignment final grade, will use the Faculty of Engineering and Applied Science grade point scale. These numeric equivalents will be used along with any weighting factors for each letter-graded criterion to calculate the final numeric grade for an assignment:

Table 6.3: Letter grade to numeric percentage conversion. Based on Faculty of Engineering & Applied Science grade point scheme (note: numeric equivalents have been modified/expanded for "F" category grades).

Letter Grade	Numeric Equivalent
A+	95
A	87
A-	82
B+	78
B	75
B-	71
C+	68
C	65
C-	61
D+	58
D	55
D-	51
F+	45
F	25
F-	0

Explanation of letter grades

The general meaning of the letter grades are as follows:

Excellent

- (A+) Truly exceptional performance that exceeds highest standards.
- (A) Outstanding performance that meets highest standards.
- (A-) Excellent performance that meets very high standards.

Good

- (B+) Very good performance that meets high standards.
- (B) Good comprehension of material. Expectations have been met.
- (B-) Reasonably good comprehension of material. Most expectations have been met.

Acceptable

- (C+) Acceptable comprehension of material, meeting and in some cases exceeding basic standards.
- (C) Generally acceptable comprehension of material, meeting basic standards.
- (C-) Minimally acceptable comprehension material while falling short of basic standards in some areas.

Needs Improvement

- (D+) Needs significant improvement. Comprehension of the material was unsatisfactory, but sufficient for credit to be granted.
- (D) Needs major improvement. Comprehension of the material was unsatisfactory, but sufficient for credit to be granted.
- (D-) Minimum pass. Comprehension of the material was unsatisfactory; barely sufficient for credit to be granted.

Unsatisfactory

- (F+) Failure. Minimum standards have not been met.
- (F) Failure. Well below minimum standards.
- (F-) Failure. Complete absence of effort.

Work Practices

Grades allotted for safety, preparedness, etc. will be based on the strengths or weakness that each student or group demonstrates during meetings/discussions with the supervisor and during lab work.

Each student is required to work a minimum of 7 hours/week in the fall term, and 11 hours/week in the winter term, on their research project. The minimum requirement may include laboratory or modelling work, literature searches and writing documentation. Students must individually record their time spent in the event calendar / timesheet provided. A copy of the event calendar / timesheet is to be submitted with the monthly progress memos for assessment.

Students Sharing a Project (working with a partner)

Assessment of the contribution by each team member (only for students sharing a research project with a partner) will be based both on results of the peer evaluations and observations by the Research Supervisor.

The requirements for students sharing a project are as follows:

- Literature review, proposal, draft report, final report and seminar presentations will be completed and evaluated as a group.
- Memos will be completed and graded on an individual basis.

Last updated Aug. 14, 2020