

## ASSIGNMENT CHECK-LIST

Keep track of your own plans and progress so interactions w/ instructor can focus on your project.

	<i>Date submitted</i>	<i>Date OK/RNR</i>
<b>Written assignments and presentations, 70% of grade</b>		
a. H2/J. Final project report due 12/17, with final self-assessment of your work in relation to goals of the different phases of research and engagement,		
b. preceded by <b>at least 7</b> of the other 12 assignments below related to the different phases of research and engagement. (See "Phases of Research and Engagement" for descriptions and examples of the recommended assignments below. Note that substitutions are possible—consult with PT.)		

A.	Revised project thesis question and description (target 9/24)	.....	.....
B1.	Review or controversy article w/ paragraph OR sense-making (target 9/24)	.....	.....
B2.	In class verbal report on conversation with initial informant (10/1)	.....	.....
B3.	Annotated bibliography of reading completed or planned (target 10/8, by email)	.....	.....
C.	Revised map with Thesis Question (target 10/5)	.....	.....
D.	Summarize the different sub-arguments for your topic (target 10/15)	.....	.....
E.	Revised research & engagement design, including revised and updated annotated bibliography (target = 10/29)	.....	.....
F1.	Revised interview guide (target = 10/29)	.....	.....
G1.	Public Presentation on Work-in-Progress (11/12): REQUIRED		.....
F2.	Brief written report on i/view, part. obs., or workshop (target = 11/19)	.....	.....
G2.	Narrative Outline (target = 11/19)	.....	.....
H1.	Complete draft report (target = 12/3): REQUIRED	.....	.....

### Participation and contribution to the Class Process, 30% of grade

c.	Prepared participation and attendance at class meetings (13)	(total)	.....
d.	In-office or phone conferences on your projects (1st by 10/5)		.....
	(2nd by 11/19)		.....
e.	Competency list and research organization perused by mid-semester (10/29)		.....
	end of semester, <u>with changes made in response to earlier comments</u> (12/17)		.....
f.	Peer commentary on another student's complete draft report (due 12/10)	.....	(student =
g.	Assignment Check-list maintained by student (due on or before 12/3)		.....
Extra items			
h.	Briefing on research and engagement issues (=2 items; target for draft = 10/22)	.....	.....
i.	Volunteering to have your work discussed in front of class for certain assignments		.....
j.	Stamps and address label submitted		
	with workbook (12/17) (1 item <u>subtracted</u> if j. not completed)		.....

### Completion contract

Date Agreed to by student & professor

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**Required if you haven't met the automatic B+ levels by 12/3.** Final grade will be based on work completed (OK/RNR) by the contracted date, or if no completion contract is submitted, by the date for submission of grades. **Use right margin to indicate** I want everyone to complete the course, but my experience is that the desired learning rarely takes place during an incomplete, despite the best intentions of student and professor. Moreover, there is no substitute for the development of teaching/learning interactions that happens in a class over the course of the semester. So, if you haven't met 50% levels by 12/3, the incomplete contract will require you to attend the course the next time it is offered.