Daily Engagement Grade/Reflection Instructions

To reflect on and record your engagement in today’s class, fill out your index card like this:

<table>
<thead>
<tr>
<th>Lastname, Firstname</th>
<th>Date</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

Write your reflection here, answering one of these questions:

- What did you want to say or ask in class today that you didn’t have a chance to?
- What’s the most significant new idea that you’ll take away from today’s class (and why)?
- What kept you from learning today?
- What did you learn from another student (and why was it valuable)?

Use the back of the card if you need more room.

Your score will be a 2, 3, 4, or 5 (whole numbers only). Here’s what those scores mean:

A score of 5 indicates that you met all the criteria for a 4, and that you contributed to class in some exceptional way. If you give yourself a score of 5, your reflection must justify that score.

A score of 4 indicates all of these:
- You were present for the entire class meeting.
- You were well prepared for class (i.e., you had all homework and readings completed and printed out).
- You were always engaged in what the class was doing.

A score of 3 indicates any one of these:
- You missed up to five minutes of class.
- You were only minimally engaged in what the class was doing (e.g., you were distracted by your phone or computer, doing work for other classes, sleeping, or otherwise checked out).
- Your index card was incomplete or incorrectly formatted.

A score of 2 indicates one or more of these:
- You missed more than five minutes of class.
- You were not prepared for class.
- Your off-task behavior kept other people from learning.
- You met more than one of the criteria for a score of 3.

If you don’t hand in your card, you’ll earn 0 points for the day. As the instructor, I reserve the right to adjust the grade you give yourself. If I do that, I’ll let you know.