

TO: EDU PAES Instruction Enhancement Seminar Participants (2003)
FROM: Darcy Haag Granello (granello.1@osu.edu - 688-4605)
DATE: January 23, 2003
RE: Upcoming Seminar

Thanks for agreeing to participate in the PAES Instruction Enhancement Seminar during winter quarter. We had a really fun and productive seminar last year, and I'm really looking forward to this year's group!

The seminar schedule is:

<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>	<u>TOPIC</u>
Tues, February 4	9-11am	133 Arps	Clarifying our Objectives
Tues, February 11	9-11am	133 Arps	Designing Assignments & Exams
Tues, February 18	9-11am	133 Arps	Defining Criteria for Grading
Tues, February 25	9-11am	133 Arps	Grading and Giving Feedback

Enclosed is your copy of Walvoord and Anderson's *Effective Grading*. The book is yours to keep and mark up as you would like. Please bring the book to the sessions.

Also enclosed is the assignment for the first session. There are readings to be completed prior to each session, but they are very short and focused, so there shouldn't be too much preparation time.

Thank you again for agreeing to participate in the seminar – I look forward to working together throughout the coming weeks.