



MA30103 Foundation Mathematics 4

Teacher	Dr. Keerthi Prabhakar
Contact	EP Teacher Room, 2 nd Floor Colombet Bldg. epackeerthi@gmail.com
Class Time	EP-M5/1: Wed, period 5; Thu, period 1 EP-M5/2: Tue, period 4; Thu, period 2
Credits	1.0

Course Description

This fundamental statistics course provides students with a comprehensive toolkit for data analysis and interpretation, crucial for research and decision-making across fields. Starting with data collection methods, students learn to gather accurate, relevant data, forming the basis for any analysis.

Basic data analysis introduces students to the organization and preliminary examination of data, setting the stage for deeper insights. Measures of central tendency—including the arithmetic mean, median, mode, harmonic mean, geometric mean, and mid-range—allow students to summarize data by identifying central values, while relative standing measures like quartiles, deciles, and percentiles enable comparisons within data sets. Students also explore measures of dispersion such as standard deviation and box-and-whisker plots, which reveal data variability and outliers. Standard deviation is particularly emphasized for understanding the spread of data around the mean. This leads into the study of the normal distribution, a foundational concept in statistics that describes how data naturally clusters around the mean, with applications in natural and social sciences.

Finally, students delve into correlation, which assesses the relationship between variables, providing insight into how changes in one variable might predict or impact changes in another. Altogether, this course equips students with statistical methods to analyze, interpret, and communicate data findings effectively, preparing them for data-driven roles in research, business, healthcare, and beyond.

Textbook / Worksheets

Mathematics for the International Student: Mathematics SL, 3rd Edition
Teacher will also provide handouts

Course Outline & Objectives

Unit	Topic
1	Fundamental Statistics 1. Data collection 2. Basic data analysis 3. Finding central tendency by using arithmetic means, median, mode*, harmonic mean, geometric mean, and mid-range 4. Finding relative standing by using quartile, deciles, and percentile 5. Measures of dispersion by using standard deviation 6. Measures of dispersion by using box-and-whisker plots 7. Standard Deviation



	8. Normal Distribution
	9. Correlation

Resources

Required	<input type="checkbox"/> Scientific calculator (not a phone-based application) <input type="checkbox"/> Ruler <input type="checkbox"/> Glue stick, stapler, or tape
Suggested	<input type="checkbox"/> Many different coloured pens/markers/highlighters <input type="checkbox"/> Electronic Thai-English translator (not a phone-based application)

Academic Integrity Policy

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing copying, will receive a zero.

Plagiarism is taking someone else's work or ideas and passing them off as one's work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph or failure to give appropriate acknowledgement when paraphrasing any of those.

Behavioural Expectations

For the sake of all the class members, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (Notebooks, textbook, scientific calculator, writing utensils, etc.) and to participate throughout the lesson until class is dismissed actively.

Behaviour is monitored daily per the class rules set out at the beginning of the academic year (see the front of your notebooks). Students earn the scores they receive. At the end of the semester the average is taken and used for the student's behavior score (10%).

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an AC gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness.
- Be honest and upright.

Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on time, every time. Students are expected to catch up on all missed work outside class time.



Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher as soon as possible.

Homework & Classwork

Homework and classwork will be assigned often and must be submitted on or before the due date. If the work is not done by the start of class, a maximum score of 15 will be possible. All late or missed assignments not turned in *before* the last week of the term will receive a zero.

Grading

This course follows to the Assumption College grading scale:

<i>Final Score \geq 80%</i>	4.0
<i>75% \leq Final Score $<$ 80%</i>	3.5
<i>70% \leq Final Score $<$ 75%</i>	3.0
<i>65% \leq Final Score $<$ 70%</i>	2.5
<i>60% \leq Final Score $<$ 65%</i>	2.0
<i>55% \leq Final Score $<$ 60%</i>	1.5
<i>50% \leq Final Score $<$ 55%</i>	1.0
<i>Final Score $<$ 50%</i>	0.0

Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Quiz & Projects	20%
Home/class work	20%
Affective Domains (Behavior)	10% (program mandated)
STEM	10% (program mandated)
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

Recommendations for Success

Mathematics can be a challenging course for many students. All students are encouraged to try the following:

1. Read, read, read the course textbook. Reading the text once is often insufficient, even for native English speakers. You may need to read the material multiple times to understand. Students can responsibly manage the material and gain the most from the course by reading along at home with the lessons taught at school (typically only a few pages per night).
2. Search online, in either Thai or English, if you don't understand a topic discussed in class or to better understand the topic.
3. Get a Thai language introductory mathematics book.
4. Get a math and physics tutor. The tutor should be helping you learn, not doing the work for you!
5. Do **not** copy your classmate's work; struggle through and do the work on your own! This is how you learn!



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6. See the teacher outside of class time for assistance.
7. Do more than just the bare minimum; the textbook has plenty of problems. We only have time for so many of them. Do the review questions at the end of the chapter and see the teacher for the answers.
8. Study the notes and vocabulary at least a few minutes every day, such as in homeroom or during any free time you might have in other classes.



MA30216 Universal Mathematics 4

Teacher	Mr. Shiv Kumar
Contact	Science Lab, 2 nd floor Colombet Building shiv.ku@assumption.ac.th
Class Times	M5/1: Tuesday Period-6, Friday Period-6 M5/2: Monday Period-1, Wednesday Period-3
Credits	1.5

Course Description

The purpose of this class is to prepare you for the SAT test. In this class, you will be given an SAT style quiz at the beginning of the week every two weeks. Our first quiz will be at the beginning of next week. We will spend class time in between these quizzes going over the answers and learning SAT material and problem solving techniques. We will also review Algebra 2 and lessons associated with the SATs. Each quiz you take will be graded. However, once we go over the answers in class, you can resubmit your corrected quiz and get a half point for each answer you corrected (you must show your work). For example, if you get a 50% on your quiz, you can change your grade to 75% by re-submitting your corrected quiz. You will also earn class participation by re-submitting your corrected quiz. The midterm test and final test will also be In SAT style format.

Textbook

Mathematics for the International Student SL (Haese Mathematics)
ISBN-978-1-921972-08-9

Online resources

Google classroom, Khan Academy and Kahoot

Course Outline & Objectives

The content we will be learning during this class is:

- Class notes and work sheets -Work on Complex numbers: Equality, Addition, Subtraction, Multiplication and Division Graphing and absolute values of complex numbers and Complex numbers in polar form Polynomial equations.
- Class notes and work sheets -Work on probability, Basic rules about counting, Permutation, Combination and Binomial theorem and Probability and some important rules of probability.
- Class notes and work sheets -Basic of graphing, Euler graphs and some applications of graph.

Resources

Required	<ul style="list-style-type: none">• A plastic folder for worksheets.• White School Notebook• Red and blue pen.
Suggested	<ul style="list-style-type: none">• Many different colored pens/markers/highlighters• Ruler



Academic Integrity Policy

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Behavioral Expectations

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Behavior is monitored every day as per the class rules that are set out at the beginning of the academic year (see the front of your note books). At the end of the semester the average is taken and used for the student's behavior score (10%). Students *earn* the scores they receive.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an AC gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness
- Be honest and upright

Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

Homework & Class work

Homework and class work will be assigned often and must be submitted on or before the due date for a full score of 10 points. Late work without excuse will be deducted at the rate of 20% per day until the maximum possible score is zero. All work must be turned in before the last week of each term. Late work is discouraged.



Grading

This course follows to the Assumption College grading scale:

<i>Final Score</i> $\geq 80\%$	4.0
$75\% \leq \text{Final Score} < 80\%$	3.5
$70\% \leq \text{Final Score} < 75\%$	3.0
$65\% \leq \text{Final Score} < 70\%$	2.5
$60\% \leq \text{Final Score} < 65\%$	2.0
$55\% \leq \text{Final Score} < 60\%$	1.5
$50\% \leq \text{Final Score} < 55\%$	1.0
<i>Final Score</i> $< 50\%$	0.0

Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Class work	20%
Class Participation	10%
Note book	10%
Behavior	10%
Quizzes	10%
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

Recommendations for Success

Mathematics can be a difficult course for many students. All students are encouraged to try the following:

1. Read, read, read the course textbook. Often, reading the text once is not enough even for native English speakers. You may need to read the material multiple times to understand. By reading along at home with the lessons taught at school (typically only a few pages per night), students will be able to responsibly manage the material and gain the most from the course.
2. Search online, in either Thai or English, if you don't understand a topic discussed in class or simply to get a better understanding of the topic.
3. Get a Thai language introductory mathematics book.
4. Do **not** copy your classmate's work; struggle through and do the work on your own! This is how you learn!
5. Come see the teacher outside of class time for assistance.
6. Do more than just the bare minimum; there are plenty of problems in the textbook. We only have time for so many of them. Do the review questions at the end of the chapter and see the teacher for the answers.
7. Study the notes and vocabulary at least a few minutes every day, such as in homeroom or during any free time you might have in other classes.



EN30104 Foundation English 4

Teacher Mr. Adam John Mettam
Contact EP Teacher Room, 2nd Floor Colombe Bldg.
adam.me@assumption.ac.th
Class Time EP-M5 - Two Periods a Week for Each Class
Credits 1.5

Course Description

This class will focus on improving skills in English, in particular reading, writing, listening and speaking. One of the primary goals of the course is to prepare students for the IELTS exam which we will sit during this semester.

Textbooks

Prepare – Student's Book - Cambridge Course book

Prepare- Workbook - Cambridge Course book

Course Outline & Objectives

Week 1 & 2 - Cambridge Prepare - Unit 1 - What are you like?

- Introductions
- Vocabulary - To describe personality
- Grammar - Simple past
- Reading - How reliable are personality tests?
- Speaking - Personal interviews
- Writing Task 2 Diagnostic: Financial Education should be taught in secondary schools. To what extent do you agree with this statement?

Week 3 & 4 - Cambridge Prepare Unit 3 - All in one piece

- Vocabulary - The human body. Health phrasal verbs
- Grammar - Modals of speculation, deduction, permission, advice
- Reading - Details in paragraphs
- Listening - A talk about careers in healthcare
- Speaking - Speculating and describing pictures

Week 5 & 6 Cambridge Unit 5- - Looking Ahead

- Vocabulary –Techno logy and progress, adjectives and dependent preposition
- Grammar – the future
- Listening - an interview with a scientist
- Speaking - A discussion

PET Listening – Long listening (*PET listening part 4*)

Week 6 & 7 - Cambridge Prepare Unit 7 - Against All Odds

- Vocabulary – weather vocabulary
- Reading Beating the odds
- Grammar – Conditionals
- Listening an interview with two scientists
- Speaking - Reacting to what people say

Week 8 – Revision of Skills / Catch up on missed classes

Week 9 – Midterm Exams

Christmas / New Year break (week 10)



Week 11 & 12 Cambridge Prepare Unit 9 - Education Generation

- Vocabulary - Education phrasal verbs
- Grammar - 0, 1st & 2nd conditionals / when, if & unless
- Reading - Do schools prepare you for work?
- Listening - Three short conversations about schools
- Speaking - Talking about yourself

Week 13 & 14 Cambridge Prepare - Exploited, Endangered and Extinct

Week 15 IELTS Reading, Writing Listening and Speaking Test Practice

Week 17 & 18 – Revision of Skills and content / Catch up on missed classes

Week 19 – Final Exams

Resources

Required	<ul style="list-style-type: none">• 1 notebook (1 white notebook)• Folder for English only (to keep handouts, etc.)• Textbooks• Blue or black pen + red pen for checking work• Dictionary (English to English)
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Other resources such as worksheets will be given throughout the semester.

Academic Integrity Policy

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Behavioral Expectations

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (notebook, worksheets, English Folder, writing utensils, etc.) and to actively participate throughout the lesson until class is dismissed.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

• Possess discipline	• Eager to learn
• Be an AC gentleman	• Dedicated to work

Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of



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planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

Homework & Classwork

Homework and classwork will be assigned often and must be submitted on or before the due date. Late assignments can be submitted but some marks will be taken off as a penalty. All late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

Grading

This course follows to the Assumption College grading scale:

<i>Final Score \geq 80%</i>	4.0
<i>75% \leq Final Score $<$ 80%</i>	3.5
<i>70% \leq Final Score $<$ 75%</i>	3.0
<i>65% \leq Final Score $<$ 70%</i>	2.5
<i>60% \leq Final Score $<$ 65%</i>	2.0
<i>55% \leq Final Score $<$ 60%</i>	1.5
<i>50% \leq Final Score $<$ 55%</i>	1.0
<i>Final Score $<$ 50%</i>	0.0

Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Formative Score	50% or less
Behavior	10% (program mandated)
Midterm Exam	20% (program mandated)
Final Exam	20% (program mandated)

Recommendations for Success

English can be a difficult course for many students. All students are encouraged to try the following:

1. Have your materials for English on your desk at the beginning of class.
2. Pay attention and listen carefully while taking notes.
3. Always use English during discussions.
4. Do your homework yourself and do not copy.
5. Come see the teacher outside of class time for assistance.
6. Always do your best.



EN30210: EP5 English for Academic Achievement 3

Teacher: Mr. Joshua Bolen, (Mr. Bolen)

COURSE DESCRIPTION:

Welcome to English for Academic Achievement M6! Throughout the semester we will continue to explore the skill groups of reading, writing, speaking. Through a series of engaging and enriching lessons using Mr. Bolen's selected materials, students will continue to strengthen their core knowledge of the language.

This course is writing, reading, listening and speaking intensive. You will regularly practice your writing, reading, listening and speaking skills. In-class essays, participation, presentations, quizzes and exams make up a majority of your grade.

The course is at an advanced beginner/pre-intermediate level and will move along with the pace of the majority of the class. If you miss a class, it is your responsibility to find out what you have missed, either from your classmates or by seeing me on your own time, not during class time.

COURSE OBJECTIVES:

Indicators

1. Read statements, news, announcements, correctly according to reading strategies.
2. Explain and write about sentences and statements corresponding to different non-text information when reading including identifying and writing different non-text information styles corresponding to sentences and statements when listening and reading.
3. Find main idea, analyze, summarize, and interpret ideas and express opinions when listening and reading non-fictions and fictions including giving reasons and examples to support ideas.
4. Talk and write interactively about personal information and other surrounding incidents, experiences, situations, news/events, and interesting issues in public attention, and communicate continuously and properly.
5. Talk and write about the summary of main idea/theme when analyzing stories, activities, news, events, and situations according to personal interests.
6. Choose languages, voices, and manners appropriate to personal levels, opportunities, and places according to social manners and cultures of native speakers.
7. Explain/Discuss ways of life, ideas, beliefs, and origins of customs and traditions of native speakers.
8. Explain/Compare differences between sentence structures, statements, idioms, proverbs, and poems of foreign and Thai languages.
9. Analyze/Discuss similarities and differences between ways of life, beliefs, and cultures of native speakers and Thai people and use them reasonably.
10. Search for, collect, and conclude information/facts related to other learning content groups from learning resources and present it with speaking/writing.
11. Use foreign languages to investigate/search for, collect, analyze, and conclude various knowledge/information from media and other learning resources for further education and careers.



Learning Contents

Study English on the topics of news, announcements, poems, skits, pictures, different non text information styles such as maps, graphs, and initiatives. Study non-fictions, fictions, personal information, various experiences, incidents, themes from analyzed stories, languages, voices, social manners and cultures, traditions and customs, festivals, language structures, idioms, proverbs, poems, ways of life, beliefs and cultures of native speakers, and information related to other learning content groups. Use process of establishing knowledge and understanding, reading process, process of establishing practical skills, working process, process of language skills, process of establishing attitudes, process of conceptualization, process of analysis, process of establishing realization, and process of establishing communicative knowledge and understanding to create knowledge and understanding, communicative ability, thinking ability, problem-solving ability, life skills, and ability to use technology. At the same time, students will have the following intended characteristics which are nationalism, religiosity, loyalty, disciplines, diligence, self-sufficiency, endeavor, love of being Thai, and public mind.

Resources

Required	<input type="checkbox"/> At least 3 white notebooks. <input type="checkbox"/> Dictionary (English to English, not a translating one) <input type="checkbox"/> Extra lines A4 paper for written assignments.
Suggested	<input type="checkbox"/> many different colored pens/markers/highlighters

Academic Integrity Policy

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.

Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

Behavioral Expectations

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities.

Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (notebooks, textbook, writing utensils, etc.) and to actively participate throughout the lesson until class is dismissed.

Behavior is monitored every day as per the class rules that are set out at the beginning of the academic year (see the front of your note books). At the end of the semester the average is taken and used for the student's behavior score (20%). Students *earn* the scores they receive.



Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an A.C. gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness
- Be honest and upright

Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

Homework & Classwork

Homework and classwork will be assigned often and must be submitted on or before the due date for a score of 20 points. If the work is not done for the start of class, a maximum score of 15 will be possible. After more than one day has lapsed, a maximum score of 10 will be available. Late assignments can be submitted for a maximum of 50% (10 points) up until the last week of the term. All late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

Grading

This course follows to the Assumption College grading scale:

$Final Score \geq 80\%$	4.0
$75\% \leq Final Score < 80\%$	3.5
$70\% \leq Final Score < 75\%$	3.0
$65\% \leq Final Score < 70\%$	2.5
$60\% \leq Final Score < 65\%$	2.0
$55\% \leq Final Score < 60\%$	1.5
$50\% \leq Final Score < 55\%$	1.0
$Final Score < 50\%$	0.0



Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Total Score of all Formative Assessment*	50%
Behavior	10%
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

* This total score shall be reflected by the cumulative points scored by students on all class assignments, homework, extra credit work, etc.

Recommendations for Success

English can be a difficult course for many students. All students are encouraged to try the following:

1. Be on task during class. Focus and follow instructions and do the required activities to your best abilities. Do not worry about making mistakes as they are the best way for us to incorporate the materials into our long-term memories.
2. Watch Movies, or TV shows, or YouTube with British / Australian accents, with the English subtitles is a good way to improve your speaking and listening skills; it also helps with vocabulary too.
3. Search online (in English) if you don't understand a topic discussed in class to get a better understanding of the topic.
4. Do not copy your classmate's work; struggle through and do the work on your own. This is how you learn.
5. Come see the teacher outside of class time for assistance.
6. Revise your work, as recommended by your teacher and work to continuously improve your work. Learning is a process, not a product.

Precise resources:

- Teacher Handouts, Worksheets, Presentation.
- Whiteboards & projector



EN30244: EP5 *English for Life Skills 4*

Teacher: Mr. Joshua Bolen, J.D. (Mr. Bolen)

COURSE DESCRIPTION:

Welcome to English for Life Skills M5! Through a series of engaging and enriching lessons using Mr. Bolen's selected materials, students will continue to strengthen their core knowledge of the language.

The students will study and listen to a range of English texts. The students will study and learn how to give effective presentations. They will use learning skills in the 21st century, which encourages the students to be able to have listening, critical thinking and problem-solving skills. The learning skills will be used to make students possess learners' key competencies, which are thinking capability, problem solving capability, capability in applying life skills and capability in technological application. This will be done through the teaching and learning focusing on promoting Thai wisdom with respect to the language and literature and religion and tradition. Teaching and learning also promotes students to live under the Sufficiency Economy Philosophy. Students will be provided with desirable characteristics such as love of nation, religion and king, honesty and integrity and self-discipline. Additional important characteristics are avidity for learning, observance of principles of Sufficiency Economy Philosophy in one's way of life, dedication and commitment to work, cherishing Thai-ness, public-mindedness and gentlemen of Assumption College.

COURSE OBJECTIVES:

Indicators

1. Listen to speakers from a range of countries, using different accents and talking in a range of contexts and situations.
2. Predict content before a listening exercise. Use contextual clues to anticipate topics, potential vocabulary, and potential grammatical structures before listening.
3. Understand signposting language when listening. Show a knowledge and understanding of signposting language and how and why it is used. Make lists of the most common signposting language.
4. Infer relevant details when listening. Use contextual clues to gather information about meaning, who is speaking, what is happening and other questions appropriate to the listening exercise.
5. Practice listening activities that are connected to relevant international exams. Some of these should be done with past-paper questions and done in exam conditions.
6. Explain/discuss how listening can be improved, what techniques can be used and useful sources of practice material.
7. Use verbal communication to effectively present information. Use various techniques such as variation of tone of voice and the stress of important words to convey ideas more clearly and concisely.
8. Use non-verbal communication effectively. Use various techniques such as body language and eye contact to show confidence to the audience.



Learning Contents

Study English on the topics of news, announcements, poems, skits, pictures, different non text information styles such as maps, graphs, and initiatives. Study non-fictions, fictions, personal information, various experiences, incidents, themes from analyzed stories, languages, voices, social manners and cultures, traditions and customs, festivals, language structures, idioms, proverbs, poems, ways of life, beliefs and cultures of native speakers, and information related to other learning content groups. Use process of establishing knowledge and understanding, reading process, process of establishing practical skills, working process, process of language skills, process of establishing attitudes, process of conceptualization, process of analysis, process of establishing realization, and process of establishing communicative knowledge and understanding to create knowledge and understanding, communicative ability, thinking ability, problem-solving ability, life skills, and ability to use technology. At the same time, students will have the following intended characteristics which are nationalism, religiosity, loyalty, disciplines, diligence, self-sufficiency, endeavor, love of being Thai, and public mind.

Resources

Required	<input type="checkbox"/> At least 1 white notebook. <input type="checkbox"/> Dictionary (English to English, not a translating one) <input type="checkbox"/> Extra lines A4 paper for written assignments.
Suggested	<input type="checkbox"/> many different colored pens/markers/highlighters

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Behavioral Expectations

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Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (notebooks, textbook, writing utensils, etc.) and to actively participate throughout the lesson until class is dismissed.

Behavior is monitored every day as per the class rules that are set out at the beginning of the academic year (see the front of your note books). At the end of the semester the average is taken and used for the student's behavior score (20%). Students *earn* the scores they receive.



Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an A.C. gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness
- Be honest and upright

Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

Homework & Classwork

Homework and classwork will be assigned often and must be submitted on or before the due date for a score of 20 points. If the work is not done for the start of class, a maximum score of 15 will be possible. After more than one day has lapsed, a maximum score of 10 will be available. Late assignments can be submitted for a maximum of 50% (10 points) up until the last week of the term. All late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

Grading

This course follows to the Assumption College grading scale:

$Final Score \geq 80\%$	4.0
$75\% \leq Final Score < 80\%$	3.5
$70\% \leq Final Score < 75\%$	3.0
$65\% \leq Final Score < 70\%$	2.5
$60\% \leq Final Score < 65\%$	2.0
$55\% \leq Final Score < 60\%$	1.5
$50\% \leq Final Score < 55\%$	1.0
$Final Score < 50\%$	0.0



Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Total Score of all Assessment	Homework 80%
Behavior	10%
Attendance	10%

Recommendations for Success

English can be a difficult course for many students. All students are encouraged to try the following:

1. Be on task during class. Focus and follow instructions and do the required activities to your best abilities. Do not worry about making mistakes as they are the best way for us to incorporate the materials into our long-term memories.
2. Watch Movies, or TV shows, or YouTube with British / Australian accents, with the English subtitles is a good way to improve your speaking and listening skills; it also helps with vocabulary too.
3. Search online (in English) if you don't understand a topic discussed in class to get a better understanding of the topic.
4. Do not copy your classmate's work; struggle through and do the work on your own. This is how you learn.
5. Come see the teacher outside of class time for assistance.
6. Revise your work, as recommended by your teacher and work to continuously improve your work. Learning is a process, not a product.

Precise resources:

- Teacher Handouts, Worksheets, Presentations.
- Whiteboards & Projector.

<u>Week</u>	<u>Content</u>
1 & 2	IELTS Task 1: Maps
3&4	IELTS Task 1: Multiple Visual Aids, Bar Charts & Pie Charts
5	Jaturamitr
6 & 7	IELTS Task 1: Line Graphs and Tables
8	In-class midterm
9	MIDTERMS
10	MIDTERM EXAMS
11	IELTS Reading – Summary Completion



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12	IELTS Reading – True, False, Not Given
13	IELTS Reading – Sentence completion
14	IELTS Reading – Matching headings
15	IELTS Reading – Matching paragraphs questions
16	IELTS Reading – Multiple choice
17	IELTS Reading – T/F/NG
18	IELTS Reading – Matching headings
19	IELTS Reading – List selection
20	FINAL EXAMS



ST30107 Technology for Presentation

Teacher Mr. Dave
Contact EP Teacher Room, 2nd Floor Colombet Bldg.

Credits 0.5

Course Description

Students will study the following topics: use of information technology to present work appropriately based on the objectives of work, analyzing changes of information technology, selecting appropriate software for presentation. Students will also learn to search for information on the internet and to be able to give references sources.

In this course, students will apply the knowledge and understanding development process, engineering design process, and skill practicing process.

Subsequently, students are expected to develop the 21st century learning skills: learning and innovation skill (think creatively, interested in innovation, have problem solving skill, and communicate effectively), information, media and technology skill (stay up-to-date with the news, have media literacy, and have information technology knowledge and skills), and life and careers skill (stay flexible, be initiative, have responsibility, be enthusiastic to learn across different areas of knowledge and have leadership skills).

The following set of characteristics will additionally be enhanced in students: honesty and integrity, self-discipline, avidity for learning and commitment to work.

Course Outline & Objectives

ST 4.2 S.6/1

1. Knowledge about technology for presentation

- 1.1 Objectives of the presentation
- 1.2 Basic principles for presenting work

2. Principles for selecting ready-made presentation software

- 2.1 Readymade presentation software
- 2.2 Data presentation formats with the use of computer

3. Digital tools to enhance presentations

1. Digital camera
2. Slide projector
3. Printer-3D printer

Resources

Required • EP Computer Lab



Academic Integrity Policy

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.

Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate



acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

Behavioral Expectations

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. A behavior score (out of 10 points) is taken every day. At the end of the semester the average is taken and used for the student's behavior score (10%). Students *earn* the scores they receive.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an AC gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness
- Be honest and upright

Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

Homework & Classwork

Homework and classwork will be assigned often and must be submitted on or before the due date. Late assignments can be submitted for a maximum of 50% up until the last week of the term. All late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

Grading

This course follows to the Assumption College grading scale:

<i>Final Score \geq 80%</i>	4.0
<i>75% \leq Final Score $<$ 80%</i>	3.5
<i>70% \leq Final Score $<$ 75%</i>	3.0
<i>65% \leq Final Score $<$ 70%</i>	2.5
<i>60% \leq Final Score $<$ 65%</i>	2.0
<i>55% \leq Final Score $<$ 60%</i>	1.5
<i>50% \leq Final Score $<$ 55%</i>	1.0
<i>Final Score $<$ 50%</i>	0.0



Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Homework/Classwork	10%
Quiz	20%
Coursework	20%
Behavior	10% (program mandated)
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

Recommendations for Success

Information technology can be a difficult course for many students. All students are encouraged to try the following:

1. Read, read, read the textbook. Oftentimes, reading the text once is not enough even for native English speakers. You may need to read the material multiple times to understand. By reading along at home with the lessons taught at school (typically only a few pages per night), students will be able to responsibly manage the material and gain the most from the course.
2. Search online, in either Thai or English, if you don't understand a topic discussed in class or simply to get a better understanding of the topic.
3. Do **not** copy your classmates work; struggle through and do the work on your own! This is how you learn!
4. Come see the teacher outside of class time for assistance.
5. Do more than just the bare minimum; there are plenty of problems in the textbook. We only have time for so many of them. Do the review questions at the end of the chapter and see the teacher for the answers.
6. Study the notes and vocabulary at least a few minutes every day, such as in homeroom or during any free time you might have in other classes.



OC30106 Foundation Occupational Works 3

Teacher	Dr. Hermann Gruenwald	
Contact	EP Teacher Room, 2 nd Floor Colombe Building hermann.gr@assumption.ac.th	
Website	https://classroom.google.com/c/ODAzODgzMDYzODkz https://classroom.google.com/c/ODEwODEwMjA4MzUy	
Class Time	EP-M 5/1: Mondays	P5
	EP-M 5/2: Mondays	P7
Credits	0.5	

Course Description

Students will study about the principles on how to operate the information services organizations; important components of the information services organizations; operations of organization; policy making and planning, human resource management, document management; budgeting and finance; buildings and sites; standards and quality assurance; evaluation and report; partnership with industry. Students will learn through the analytic thinking process, problem solving process, practices, group work, and attitude building process. Students are expected to subsequently develop the ability to communicate, to think, and to solve problems. Life skills and the use of technology are also to be enhanced. Students will additionally be developed learning skills and skills to create innovation -- think creatively, demonstrate innovation, use critical thinking, solve problems wisely, communicate effectively, and be willing to work with others. Information-related skills will also be included in this course. Students are expected to learn about technological media, to keep themselves updated with news and information, to have good judgment on media, to be a well-rounded individual in the field of information technology and to communicate wisely. Another skill that will be fostered is life and career skills which cover flexibility, adaptability, creativity, self-responsibility and social skills. As for the students' desired characteristics, the course will focus on honesty, discipline, avidity for learning, dedication for work and public-mindedness.

Learning Outcome:

1. Apply concepts and principles to effectively manage an organization or the information services organization.
2. Explain the principles of operations, policy making, and planning for running organizations or the information services organizations.
3. Present how to work and put them into practice in the area of document management, finance, office supplies, building and maintenance.
4. Know the principles of quality assurance and evaluate the organizations or information services organizations with morality and ethics.

Course Outline & Objectives

Business Management (*Indicators 1, 2, 3, 4, 6, 8, 10, 11*)

- Learn basic principles for business management.
- Discuss and apply management techniques.



Unit 1: Management of the information services organizations

1. *General administration*
2. *Information services organization management*
3. *Definition/Components of administration*
4. *Types and characteristics of the administrator*
5. *Role and responsibilities of the administrator*
6. *Qualifications of the administrator*

Unit 2: Management principles and theories for the information services organization

1. *Good characteristics of the information services organization*
2. *Administration theories for the information services organizations*
3. *Principles of personnel management*
4. *Writing a project*
5. *Organizations and management*
6. *Organizational structure of the information services organization*

Unit 3: Policy, budget plan, and finance

1. *Policy and planning*
2. *Budget and finance*
3. *Types of budget*
4. *Budget administration policy and standards*
5. *Budget spending of the information services organization*

Unit 4: Personnel management

1. *Principles of personnel management*
2. *Personnel in the information services organization*
3. *Selection of personnel for information services work*
4. *Personnel development*

Unit 5: Management of supplies and equipment

1. *Meaning and importance of supply*
2. *Cycle of supply administration*
3. *Principle for managing and specifying needs for supplies and equipment*
4. *Maintenance of supplies and equipment*

Unit 6: General administrative work and document control in the information services organization

1. *Meaning and importance of the document control work*
2. *Types, kinds, and forms of documents*



3. *Drafting and typing the documents or letters*
4. *Storage and destruction of documents*

Unit 7: Building and site administration

1. *Meaning, objectives and importance of buildings and sites*
2. *Location and management of buildings and sites*
3. *Place decoration*

Unit 8: Statistics, reports and public relations

1. *Meaning and the importance of statistics and reports*
2. *Preparing statistics and reports*
3. *Meaning and the importance of public relations*
4. *Media and public relations*
5. *Qualifications and codes of ethics of public relations professionals*

Unit 9: Quality assurance for the information services institute

1. *Meaning, objectives and benefits*
2. *Quality assurance system selected*
3. *Components of the system*
4. *Implementation of the quality assurance system*

Unit 10: Evaluation and development of the information services organization

1. *Meaning, importance and objectives of evaluation*
2. *Steps and methods of evaluation*
3. *Problems and solutions*
4. *Developing the information services organization*

Resources

Required	<ul style="list-style-type: none">• A pink A.C. notebook (minimum A4 size)• Basic stationary (pen, pencil, eraser, ruler, sharpener etc.)• Extra stationary (glue stick, stapler, tape, liquid paper etc.)• AC Portfolio A4 with clear front cover
Suggested	<ul style="list-style-type: none">• Various colored pens / markers / highlighters / pencils
Occasional	<ul style="list-style-type: none">• Smart phones for research in class• USB thumb drives to save typed work onto• Materials potentially needed for special projects

The above will be requested a week in advance of use

Academic Integrity Policy

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in



any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.

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Behavioral Expectations

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (sketch book, basic stationary, materials, ingredients etc.) and to actively participate throughout the lesson until class is dismissed.

Behavior and participation is monitored during every class and points are deducted for misbehavior, non-participation or disruption to the class. This is averaged throughout the semester and calculated as a score of 10 at the end of semester.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Possess discipline
- Be an AC gentleman
- Be honest and upright
- Be eager to learn
- Be dedicated to work
- Have a sense of public-consciousness

Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time check Google Classroom for the content of the lectures and the in-class assignments and homework and project assignments.

Homework & Class Work

Homework and class work will be assigned often, must be completed to a high standard and be submitted on or before the due date. Late assignments are subject to 50% less marks for each week they are late. All missed assignments will receive a zero and will dramatically reduce the averaged class work and homework scores of the individual.

Grading

This course follows to the Assumption College grading scale:

<i>Final Score \geq 80%</i>	4.0	A
<i>75% \leq Final Score $<$ 80%</i>	3.5	B+
<i>70% \leq Final Score $<$ 75%</i>	3.0	B
<i>65% \leq Final Score $<$ 70%</i>	2.5	C+
<i>60% \leq Final Score $<$ 65%</i>	2.0	C
<i>55% \leq Final Score $<$ 60%</i>	1.5	D+
<i>50% \leq Final Score $<$ 55%</i>	1.0	D
<i>Final Score $<$ 50%</i>	0.0	F



Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Behavior & Participation	10%	Affective Domain
Class Work	10%	Formative
Home Work	10%	Formative
Presentation	10%	Formative
Portfolio	10%	Formative
Team Work	10%	Formative
		50% Formative
Midterm Exam	20 %	Exams
Final Exam	20%	Exams

Recommendations for Success

1. Bring all the materials that are needed to complete projects on the day of class
2. Be creative and work hard for your own success and learning.
3. Don't be afraid to experiment and have fun studying
4. Plan projects carefully and have the required materials for your project
5. Keep your notebook tidy, attractive and up-to-date and submit work on time
6. Check schoology.com for assignments and course materials and grades



ST30277 Computer Creation

Teacher Mr. Matt Harris

Contact Location: 5th Floor Computer Lab

Class Time EP-M 5/2B: Monday 14:50– 15:40

Credits 1.0

Course Description

This course is designed to provide students with fundamental skills and an introduction to the graphic software. The course will focus on computer graphic principles, basic Photoshop and Illustrator tasks.

Students will build a repository of knowledge about computer science, the python programming language, and how python can be applied to solve problems. A thorough exploration of the features of the python programming language will be conducted. Students will be introduced to principles of computer science such as program design, abstraction, and performance. Students will apply knowledge to create interesting programs.

Course Outline & Objectives

Topics include: [Indicator 1,2]

Computer for Project 1 & 2 [Indicator 1, 2]

Graphics

Week 1-2: Introduction to Photoshop
Week 2-4: Masking and layers, photo manipulation
Week 5-7: Adjustment layers, filters. Creating concept art/ poster
Midterm Exam (Week 8 and 9)
Week 10-13: Introduction to Illustrator and use of vector art form
Week 14-15: Typography & layout
Final Exam (Week 16)

Resources

Required • EP Computer Lab

Academic Integrity Policy

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Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate



acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

Behavioral Expectations

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. A behavior score (out of 10 points) is taken every day. At the end of the semester the average is taken and used for the student's behavior score (10%). Students *earn* the scores they receive.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an AC gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness
- Be honest and upright

Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

Homework & Classwork

Homework and classwork will be assigned often and must be submitted on or before the due date. Late assignments can be submitted for a maximum of 50% up until the last week of the term. All late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

Grading

This course follows to the Assumption College grading scale:

<i>Final Score</i> \geq 80%	4.0
$75\% \leq \text{Final Score} < 80\%$	3.5
$70\% \leq \text{Final Score} < 75\%$	3.0
$65\% \leq \text{Final Score} < 70\%$	2.5
$60\% \leq \text{Final Score} < 65\%$	2.0
$55\% \leq \text{Final Score} < 60\%$	1.5
$50\% \leq \text{Final Score} < 55\%$	1.0
<i>Final Score</i> < 50%	0.0



Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

STEAM	10%
Homework/Classwork	30%
Coursework	30%
Behavior	10% (program mandated)
Midterm Exam/Project	10% (program mandated)
Final Exam	10% (program mandated)

Recommendations for Success

Information technology can be a difficult course for many students. All students are encouraged to try the following:

1. Read, read, read the teacher's online notes. Oftentimes, reading the text once is not enough even for native English speakers. You may need to read the material multiple times to understand. By reading along at home with the lessons taught at school (typically only a few pages per night), students will be able to responsibly manage the material and gain the most from the course.
2. Search online, in either Thai or English, if you don't understand a topic discussed in class or simply to get a better understanding of the topic.
3. Do **not** copy your classmates work; struggle through and do the work on your own! This is how you learn!
4. Come see the teacher outside of class time for assistance.
5. Do more than just the bare minimum; there are plenty of problems in the teacher's online notes. We only have time for so many of them. Do the review questions at the end of the chapter and see the teacher for the answers.
6. Study the notes and vocabulary at least a few minutes every day, such as in homeroom or during any free time you might have in other classes.



OC30223 Financial & Accounting

Teacher	Dr. Hermann Gruenwald
Contact	EP Teacher Room, 2 nd Floor Colombet Building hermann.gr@assumption.ac.th
Website	https://classroom.google.com/c/ODAzODgzMTIyNzg5
Class Time	Tuesday 14:00-14:50 Wednesday 08:30-09:20
Credits	0.5

Learning Content Description

Students will study the following topics: meaning, objectives and benefits of accounting; accounting concept; definition of asset, debt and owner's equity in accounting framework; accounting equation; transaction analysis; recording accounting transactions following the Generally Accepted Accounting Principles for a sole proprietorship in general journal and two column cash book; posting; trial balance; the six-column worksheet; the financial statement; adjusting entries; closing the book; and summary of the accounting cycle. In learning, students will use a range of process skills: critical thinking, problem-solving, practicing, group work, and attitude building. Students will be able to communicate, solve the problems, use life skills, and use technology. Additionally, they will learn to be an innovative thinker and have opportunities to practice learning skills. They will be creative, initiative, collaborative, think critically, solve problems systematically, and communicate effectively. The course will also develop information literacy skills, media literacy skills, and technological skills. Life and career skills are also embedded in this course. Students will learn to be resilient, build adaptability, have self-responsibility, and gain social skills. Finally, as part of the desirable characteristics, the course will develop honesty, discipline, avidity for learning, dedication and commitment to work, and public-mindedness.

Learning Outcomes

- Understand the principles, methods, and steps to work on accounting for a sole proprietorship, service business.*
- Have skills for basic accounting based on Generally Accepted Accounting Principles (GAAP) for a sole proprietorship, service business.*
- Have the desirable characteristics of an accountant: attention to detail, honesty, discipline on time management and good attitude towards the accounting profession.*

Resources

Required	<ul style="list-style-type: none">A pink A.C. notebook (minimum A4 size)Basic stationary (pen, pencil, eraser, ruler, sharpener etc)Extra stationary (glue stick, stapler, tape, liquid paper etc.)AC Portfolio A4 with clear front cover
Suggested	<ul style="list-style-type: none">Various colored pens / markers / highlighters / pencils
Occasional	<ul style="list-style-type: none">Smart phones for research in classUSB thumb drives to save typed work ontoMaterials potentially needed for special projects

The above will be requested a week in advance of use



Academic Integrity Policy

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Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

Behavioral Expectations

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (sketch book, basic stationary, materials, ingredients etc.) and to actively participate throughout the lesson until class is dismissed.

Behavior and participation is monitored during every class and points are deducted for misbehavior, non-participation or disruption to the class. This is averaged throughout the semester and calculated as a score of 10 at the end of semester.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Possess discipline
- Be an AC gentleman
- Be honest and upright
- Be eager to learn
- Be dedicated to work
- Have a sense of public-consciousness

Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time check Google Classroom for the content of the lectures and the in-class assignments and homework and project assignments.

Homework & Class Work

Homework and class work will be assigned often, must be completed to a high standard and be submitted on or before the due date. Late assignments are subject to 50% less marks for each week they are late. All missed assignments will receive a zero and will dramatically reduce the averaged class work and homework scores of the individual.



Grading

This course follows to the Assumption College grading scale:

<i>Final Score \geq 80%</i>	4.0	A
<i>75% \leq Final Score $<$ 80%</i>	3.5	B+
<i>70% \leq Final Score $<$ 75%</i>	3.0	B
<i>65% \leq Final Score $<$ 70%</i>	2.5	C+
<i>60% \leq Final Score $<$ 65%</i>	2.0	C
<i>55% \leq Final Score $<$ 60%</i>	1.5	D+
<i>50% \leq Final Score $<$ 55%</i>	1.0	D
<i>Final Score < 50%</i>	0.0	F

Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Behavior & Participation	10%	Affective Domain
Class Work	10%	Formative
Home Work	10%	Formative
Presentation	10%	Formative
Portfolio	10%	Formative
Team Work	10%	Formative
		50% Formative
Midterm Exam	20 %	Exams
Final Exam	20%	Exams

Recommendations for Success

1. Bring all the materials that are needed to complete projects on the day of class
2. Be creative and work hard for your own success and learning.
3. Don't be afraid to experiment and have fun studying
4. Plan projects carefully and have the required materials for your project
5. Keep your notebook tidy, attractive and up-to-date and submit work on time
6. Check schoology.com for assignments and course materials and grades