

COURSE EVALUATION:

Grading for this course is “satisfactory/unsatisfactory.”

Your grade will be determined by your ability to attend class regularly and to **complete all assignments satisfactorily and on time.**

Grading System

Absences	Late Assignment	Penalty Assignment Required?	Your Final Grade
1 or none	none	No	Satisfactory
2	none	Yes	Satisfactory
1 or none	1	Yes	Satisfactory
2	1		Unsatisfactory
more than 2			Unsatisfactory

Penalty Assignment

Write a research summary of three companies you would like to work for in the future.

- One page each
- Single spaced; Times-Roman in font size 12; 1 inch margin on all four sides
- Use more than three different information sources for each company
- References cited in the text should be included at the end in a recognized style and format (APA, Chicago, Harvard, etc.)
- Include a statement for each company explaining why you are interested in working for the company