

Guide to Grading

Intensive I Living Labs 2023 @St. Pölten UAS

Intensive I Living Lab

November 2023

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Concept for grading – OVERVIEW

The workload of these **Intensive I Living Labs** corresponds to 2 ECTS credits.

For master students of the St. Pölten University of Applied Sciences, the Intensive I Living Labs are credited for the course “Innovation & Creative Problem Solving”.

Tasks	points of overall score
Take a test that is needed for teambuilding (no knowledge test)	5
Work on a collaborative portfolio	25
Conducting steps of social spatial research	15
Conducting an interview	15
Conducting steps of desktop research	15
Explain the details of the prototype, answer questions of targets and resources	25

Grading for students **max. 100 points**:

Points	grade
89-100 p	1
76-88 p	2
63-75 p	3
51-62 p	4
0-50 p	5

Requirements in more DETAIL

Attendance and active participation and collaboration in all online sessions of the first three weeks (camera & microphone obligatory) and in the on-site sessions are a **minimum requirement / mandatory**.

Take a test that is needed for teambuilding	→ <u>Each student individually</u> : Take the personal test within 24 hours in the first online week	5
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<p>Work on a collaborative portfolio</p>	<p>Work on a collaborative “portfolio” (Mural) – individually and as a group:</p> <p>Online weeks</p> <p>→ <u>Each student individually</u>: Documentation / summary of personal learning outcomes.</p> <p>→ <u>As a group</u>: Add 2-4 learning outcomes. Results of the collaborative context map (start in first internal group meeting during online phase; the map will grow during the three online weeks).</p> <p>On-site</p> <p>→ <u>Each student individually</u>: Reflect the evolution of your learning outcomes (see guide: How to Portfolio) and your teamwork skills.</p> <p>→ <u>As a group</u>: Reflection of steps during the on-site week of Define, Ideate & Prototyping. Every day is a slot for reflecting / feeding the portfolio. Coaches are attending / monitoring / supporting.</p>	25
<p>Conducting steps of social spatial research</p>	<p>Online weeks</p> <p>→ <u>Each student individually</u>: Conducting steps of social spatial research incl. one observation and one interview as part of Empathizing; Each student summarizes his*her findings (<i>15p socio spatial research & 15 p interview</i>)</p>	15
<p>Conducting an interview</p>	<p>→ <u>As a group</u>: Add a collaborative summary</p>	15
<p>Conducting steps of desk research</p>	<p>Online weeks</p> <p>→ <u>Each student individually</u>: Conducting steps of desk research - every student contributes three commented findings (<i>per finding 5p</i>)</p> <p>→ <u>As a group</u>: Add a collaborative summary to the portfolio</p> <p>All tasks that are given during the online weeks must be completed before the student joins the on-site week!</p>	15
<p>explain the details of the prototype, answer questions of targets and resources</p>	<p>On-site</p> <p>→ <u>As a group</u>: Explain the details of the prototype, focus on the questions of targets and resources using the Hexagon-Canva</p>	25

On the last day of on-site week: Group reflection with the coaches incl. discussing the individual grades.

Attendance

The attendance of the students will be documented.

Online weeks

The attendance and active participation **during the online phase** are mandatory. In case the student cannot join the sessions and internal meetings please have these basic guidelines in mind:

- If the student does not join in any session of the 1st week without notice, the student will be informed, that she/he cannot participate and/or complete the Intensive I Living Lab.
- If the student cannot join one of the sessions (because of a fair reason), the student must inform the coach beforehand.
- If the student cannot join the session, the student (self-sufficiently) needs to collect information about the content of the session missed from one of the colleagues. The student needs to catch up and hand in the tasks that were done during the session (as far as possible).
- The submission of a task past the deadline leads to point deduction (5 points).

On-site week

Attendance **during the on-site week** is mandatory: If the students cannot join the on-site week, the student cannot complete this Intensive I Living Lab, therefore receives no grading / no ECTs.

If the student cannot join the whole on-site week / misses some days of on-site week (e.g. student feels sick after second day of on-site week) there will be the chance to compensate the missed time / content. In this case, please talk to your coach.

Contact persons:

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