

Course Polices:

- **Attendance** is not required, however attendance/discretionary points may be affected by frequent absences. You are responsible for the material presented in class.
- **Exam weighting:** see grading rubric.
- **Makeup exams** *will not be given without prior arrangements*. Unexcused missed exams result in a grade of zero for that exam.
- **Late Homework** will be graded down 15% per late day (24 hour period or any part thereof). However, the **first two late days** you use will not be counted against you. To ensure equal access to all students, **late homework will only be accepted via email**.
- **Late Drops** are governed by departmental and college policies. The student must show documented evidence supporting reasons for a request to drop a class after the deadline. Each request will be considered on an individual basis.
- **Working In Groups** is acceptable on written homework problems that do not require development or execution of software. When working together, it is expected that each student will turn in their own set of solutions and identify the classmates with whom they worked. Software assignments (problems requiring developing source code or executing programs) *must be performed individually*, sharing of data and/or source code will not be allowed unless the assignment specifies otherwise.
- **Plagiarism or Cheating** *will not be tolerated*. University policy will be strictly adhered to in all such cases. There is a difference between collaboration and plagiarism. Plagiarism is the act of using another's work without giving them credit for it. Collaboration is the exchange of ideas, the debate of issues and the examination of readings among each other that enables you to arrive at your own independent thoughts. Plagiarism or cheating on a particular exam or homework/programming assignment will result in a zero for that exam or assignment.
- **Participation/Discretionary points** will be awarded based upon your conduct and participation in class. As this class endeavors to teach professional disciplines, it is reasonable to ask each student to act professionally and to treat each other with respect. The subject matter of this class deserves much discussion. I'll try to work in a number of opportunities for class participation, but I also encourage you to offer your ideas and thoughts to the class as well as to challenge the material presented.
- **Disabilities** Reasonable accommodations are available for students who have a documented disability. Please notify the professor during the first week of class of any accommodations needed for the course. Late notification may cause the requested accommodations to be unavailable. Students needing accommodations must have them approved through the Associate Director of Student Services, SS2303A"