You are expected to attend all class meetings. Consult with me BEFORE you miss a class session. This is a laboratory-based, hands-on course. There are no make-up sessions. It is extremely important that you read the laboratory and supporting materials BEFORE the topic is presented in class. After the lecture and lab reread the material and answer the post-lab and problem set questions and exercises. If you have any difficulties with these, ask me at the BEGINNING of the next class. **Students who do not attend a laboratory session may not submit a problem set for credit.**

**Pre-laboratory Assignments:** The cover sheet for each laboratory experiment contains the reading assignment, related questions and problems pertaining to the laboratory. These assignments will not be collected for every lab but are integral to understanding the laboratory. Answers to the laboratories, post-labs, and problem sets will be posted on the course website for your review.

**Assessments:**
- **Exams:** Exams will cover the material presented since the previous assessment that includes multiple choice questions, short essay questions, and mathematical calculations from the laboratories and selected readings. Exams will also include a laboratory practical that will include data collection, observations, and analysis of a laboratory investigation reflecting the skills and content investigated in the laboratory for that portion of the course. **No make-up assessments will be offered.**
- **Problem Sets:** At the end of each laboratory there are questions and exercises which you are expected to complete. These will either be collected at the end of the laboratory or completed for homework and submitted the following laboratory. These problems/questions will definitely find their way onto the exams.
- **Quizzes:** Quizzes are expected to take 20 minutes to complete may consist of questions taken from laboratories, lectures, post-labs, and problem sets.
- **Attendance:** Attendance for the laboratories is expected. Arriving more than ½ hour late will be considered an absence. 5% of the final grade will be deducted after the second absence (excused or unexcused). Another 5% will be deducted after the fourth absence, and another 5% deducted after the sixth absence. **Problem sets for missed laboratories will not be given credit.**

**Grading:**
- 4 Lecture Exams @ 50 points each
- 4 Laboratory Exams @ 50 points each
- 4 Lecture Quizzes @ 25 points each
- 20 Problem Sets @ 10 points each

200 points total
200 points total
100 points total
200 points total
**Cell Phone Policy:** Please silence your phone before class begins and put it in a location out of sight during the entirety of class. Receiving or sending phone calls or text messages during the class period is an overt act of disrespect. I reserve the right to dismiss any student who repeatedly ignores my request. Cell phones must be stowed in an out of sight location during quizzes and exams and are not permitted to be on the desktop, handled, nor answered during testing periods. Students who disregard this policy will receive a grade of zero for the quiz or test taken during the offense.

**ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES**
If you have a documented disability that qualifies under the Americans with Disabilities Act (ADA), and you require accommodations for this class, you must first contact the Disability Services Office. Students are assured that only their accommodation needs will be shared with their professor, and that all other information/documentation (including your diagnosis) is held in strict confidence by the Disability Services staff. Once a Request for Reasonable Accommodation form is obtained from Disability Services, **you should then make an appointment with me to give me the form and to discuss your accommodation needs.**


**PLAGIARISM POLICY**
Intentional plagiarism—also known as academic fraud—is a serious offense. Plagiarism will carry heavy consequences. The minimum penalty for academic fraud is an “F” for the assignment. The RIC College Handbook defines plagiarism as “intentionally or knowingly representing the words or ideas of another as one’s own in any academic exercise” (Academic Policies Manual, Section 9.1). For the full text of this policy, visit the following link: