

Course Concepts

This document describes what I expect from you, the student; what you should expect from me; the basic homework format; team concepts; examination philosophy; and grading procedures.

Expectations

Expectations of the Student

- **Conduct yourself as a responsible member of the academic community.** This basically means honesty, integrity, respecting the rights of others, etc. All of this is outlined in 478-120 WAC as described at:
<http://www.washington.edu/students/handbook/conduct.html#020>.
- **Adhere to deadlines.** Turn in assignments on time: the schedule is set to give you adequate time to complete them and the instructor adequate time to grade and return them. *Late assignments will not be accepted.*
- **Respect other students' time.** Everyone is paying for their education in one way or another. Class time and time spent working on assignments should be productive and meaningful; respect this by contributing your fair share on team assignments and minimizing class disruptions.
- **Respect the instructor's time.** The instructor has put forth substantial effort to make this class as productive and insightful as possible. Respect this effort by paying attention if you choose to attend class and putting forth appropriate effort on the assignments and exams.

Expectations of the Instructor

- **Clear communication.** I should clearly communicate what is expected of you and how you will be evaluated. If you are at any time unclear on this, let me know.
- **Availability.** I will make myself available to you for discussion and consultation including but not limited to class readings, assignments, future courses and career stuff.
- **Big picture.** I will try and contextualize topics so that you are aware of their significance, why they are being covered, and how the issues connect, both to each other, and between practice and theory.
- **Timeliness.** I will keep my posted office hours and be accountable for getting your assignments and exams graded and returned in a timely manner. Just as you are responsible for deadlines, so am I.
- **Fairness and Reasonableness.** Assignments and exams will be fair and reasonable.
- **Respect your time.** As you are putting forth substantial effort and paying good money for this course and others, I will make our class time productive and insightful and hopefully somewhat entertaining.

Homework Assignments

Homework will consist of almost weekly assignments: two written and seven quantitative. The assignments will be partly individual efforts and part group work. You are encouraged to work with other students if you find this improves your learning. Assignments are due at the beginning of class on the day listed as due. I do not accept e-mailed assignments unless there are special circumstances which you have worked out with me in advance. Present your homework not as notes you've used during your work, but as a finished product that communicates your results to the reader.

LATE HOMEWORK IS NOT ACCEPTED

Reading Assignments and Quizzes

There is a significant reading component to this class. There are two reasons for this:

1. I cannot cover all of the material in class.
2. I'd like to reserve class time for the more difficult concepts, and the concepts that require discussion.

The material covered in these readings are, however, an important part of the course and I expect you to read them by the "read-by" date.

Reading assignments: There are two reading assignments during the quarter where you will be asked to read and then summarize or comment on the article. These are described in more detail on the assignments page.

Quizzes: This material will be covered during in class quizzes throughout the quarter. These will not be announced before hand. A total of 5 quizzes will be given. Your grade for these quizzes will be the sum of your highest four scores.

In-Class Assignments

Throughout the quarter, there will be brief assignments which you will undertake during the class period (and may require some time after class to complete). There will not be an opportunity to make-up these assignments. If you miss the class, you miss the assignment. There will be at least four in class assignments. Your grade will be based on three.

Quantitative Assignments

These in-class assignments will not be sufficient to prepare you for the exam. Throughout the quarter, I will provide you with seven homework assignments consisting of problems to practice the skills presented in class.

Examinations

There will be two mid-term examinations. The exams are closed notes. The problems will be similar to the in-class exercises and practice problems.

Final Grade Determination

Your final grade will be determined by weighting your scores on course assignments with the following proportions:

- Reading Assignments and Quizzes: 20%
- In-class assignments: 15%
- Quantitative assignments: 30%
- Midterms: 35%

The student with the highest overall score will receive a 4.0.