

Comments

1. It is the student's responsibility to know the assignments, material covered in class and the dates of all the quizzes and exams.
2. This course is intensive and proceeds quickly through the syllabus: there will be time to go over some, but not all, homework problems during class. Of course, you are invited to discuss any homework problem during my office hours.
3. The best way to study for my exams is to review the quizzes/worksheets, your lecture notes and your homework.
4. Homework will be assigned but not collected. Most of the problems I assign are closely related to my lectures. Therefore, **take good notes!** (Even if you cannot keep up with the lecture, write everything from the board down and then review your notes before you begin your homework.)
5. Study Time Most students who want to do well in this course will need to devote 8 to 10 hours outside of class each week. Among the things you need set aside time for are:
 - Reading and correcting your notes.
 - Studying the appropriate pages of the textbook.
 - Working as many homework problems as is feasible
6. You will be allowed to bring a 3" by 5" 'cheat sheet' to the exams. A good cheat sheet will help you organize your study time. Therefore, take your time and put some thought into devising your card. (Yes, front and back.)
7. *INCOMPLETES* An incomplete will not be considered before the end of the eighth week (i.e., February 27) and the student has a passing grade at the time.
8. Please e-mail me or call Student Affairs (x1515), if possible, for extended absences.
9. Speaking of e-mail, it is easier for me to respond to e-mail than to voice-mail. Also, e-mail sent after 2:00pm will probably be read the next day.

Record Your Progress

Quizzes/Worksheets

R	1	2	3	4	5	Total	10%

EXAMS

I	II	III	Total	60%