Course Policy

Logistics The course requires attendance at the lecture. The Teaching Assistant for the course is Mr. Raymond Paseman (rpaseman@ucsd.edu). Mr. Josh Marxen (jmarxen@ucsd.edu), and Mr. Erik Welander (ewelander@ucsd.edu) are tutors for this course. We will be providing a moodle discussion board for possible logistical questions you may have regarding this course as well. It is best to discuss technical issues at the office hours of course as communication can thus be speeded up.

Discussion Section Attendance at the discussion sessions scheduled on Wednesdays 5:00 – 6:20 PM at PCYNH 121 and conducted by Mr. Raymond Paseman is mandatory. The discussion section will cover a) solutions to homework problems, b) solutions to the test problems, c) additional course material, d) workshop problems and/or e) a brief review of the material covered during the week. When necessary, discussion sections will be used to deliver formal lectures as well. For example, the discussion sections on January 16 will cover lecture material.

Tests There will be four tests given in this course. The first three tests will be given in class, and will take place on January 24, February 14 and March 7. The final will take place at the scheduled time, Thursday, March 21, 7:00 to 10:00 PM. Each midterm will contribute 16% of your grade, while the final will contribute 30% to your final grade. The final exam will be cumulative and will test all the material covered during the course. Additionally, a number of quizzes will take place during lectures and discussion sections. Two of them will be held on January 16 and 31 while some of them will be unannounced. Your lowest score will be dropped with the remaining quizzes contributing equally to a 10% portion of your grade. There will be no make-up tests given for any reason. To get credit for an exam or quiz, attendance during the time period that it is given in is required. All tests will be conducted on a closed-books and closed-notes basis.

Homeworks On January 8 and 29, February 19 and March 7, a homework set will be assigned, composed of two classes of problems. The first class of problems will be practice problems that will enable you to exercise your understanding of the course material. The second class of problems will be deeper and more challenging to help you prepare more thoroughly for the midterms and the finals. Only the second class of problems which will be so indicated in the homework handouts will be collected and graded. You will need to do of course all the problems assigned, as the first class will provide you with practice to enable you to think more deeply about the more challenging problems. Homeworks will be due on the day indicated
at 3:00 PM; you need to turn in your solutions for the homeworks to be graded electronically through moodle by the deadline. Any homeworks turned in after the deadline will receive no credit. Your graded homeworks will contribute equally to a 12% portion of your grade.

**Homework Due Dates** Homeworks will be due at 3:00 PM on January 23, February 13, and March 6 and 15. No late homeworks will be accepted. Any late homeworks will not be graded and will receive a grade of zero. Homework solutions will be subsequently made available during discussion sections; you can further discuss the solutions during office hours, so that you can check your solutions.

**Homework Teams** You can work and submit your homeworks in groups of two. You can of course discuss and work together with your homework teammate. No other collaborative work with any other student in the class is possible. It is our expectation that each group’s homework reflects the work of that group only and nobody else’s; any indication to the contrary will constitute a violation of the UCSD Policy on Integrity of Scholarship and will be seriously prosecuted.

**Re-grade Policy** Sometimes you get a grade that you don’t like, either because we added up the points wrong or because you think we evaluated you wrongly. If you believe that a regrade is needed, please inform us immediately by providing a written description of the reason why a regrade is necessary. In case of a regrade, your whole test will be regraded, possibly resulting in a lower total score. If no regrade is requested within one week, the following Statute of Limitations will apply:

> You have one week from the day any particular graded exam or homework is made available to you to appeal the grade you received. After one week, we will assume that you believe the grade that you got is the correct one. After one week, grades are unchangeable, fixed and permanent.