

Course Policy Statement

Last updated: January 8, 2012

1 Basic information

Time and place. MWF4, Chauvenet 084

Instructor. Asst. Prof. Nelson Uhan, Chauvenet 348, uhan@usna.edu

Extra instruction. I am generally available in my office MWRF (not T) during the day. Feel free to stop by without notice if you have quick questions. If you need extensive help, or if you want to guarantee that I will be available, contact me to schedule an appointment.

Course website. <http://www.usna.edu/Users/math/uhan/sa421/>

All course materials (e.g. this course policy statement, syllabus, homework assignments, lesson notes) and important course announcements will be posted on the course website.

Google Drive. All electronic files associated with your quizzes, exams, and projects must be submitted through Google Drive. Details will be provided during the first week of class.

2 Course components

Class. In each class, you will be introduced to new concepts, and given examples of how these concepts work. You will also work in small groups on exercises to help you learn these new concepts.

Most of the material in this course will require the use of a computer. Using the classroom computers for activities not related to the course material (e.g. reading Facebook, looking at YouTube videos, chatting in Gmail) is prohibited.

Homework. Homework will be assigned almost every class. You are expected to complete each assignment by the next class. The homework problems are designed to reinforce the material introduced to you in class, on your own time. Homework will not be collected or graded, except as part of a quiz. Homework assignments will be posted on the course website.

Quizzes. Most Wednesdays, there will be a short quiz in class, based on recent homework. Be prepared for a quiz every Wednesday. These quizzes are designed to make sure that you are keeping up with the course material. A quiz may ask you to perform a simple extension of a recent homework problem, or ask you to simply submit your solution to a recent homework problem.

Your 2 lowest quiz grades will be dropped when computing your final course grade.

Exams. There will be 2 in-class exams (see the syllabus) and a final exam (to be scheduled). Exams are designed to assess the depth of your understanding of the course material.

Project. There will be a project, with milestones due throughout the semester, and a final report and presentation due at the end of the semester. For the project, you will work in teams to apply the techniques you learned throughout the semester to analyze a real-world system. Details will be provided later in the semester.

3 Grading and academic honesty

Course grading. Your course grade will be computed as follows.

6-week and 12-week marking periods:

In-class exams	80%
Quizzes	20%
Total	100%

Final:

In-class exams	40%
Final exam	25%
Project	25%
Quizzes	10%
Total	100%

Remember that your 2 lowest quiz grades will be dropped when computing your final course grade.

A course grade of $x\%$ corresponds to the letter grade

A	if	$90 \leq x \leq 100$,	B	if	$80 \leq x < 90$,	C	if	$70 \leq x < 80$,
D	if	$60 \leq x < 70$,	F	if	$0 \leq x < 60$.			

I reserve the right to lower these standards at the end of the semester if deemed necessary. These standards will not be raised.

Makeup exams and quizzes. No makeup exams or quizzes will be given unless you have an excusal or movement orders, or are sick-in-quarters.

It is your responsibility to arrange for a makeup exam or quiz. Arrangements for a makeup exam or quiz must be finalized within 1 week of the original exam or quiz date.

Regrading. You may ask for a regrade of a quiz or exam if you feel it is appropriate. This should be done in writing, with your reason for requesting a regrade, on a separate piece of paper stapled to the front of the original quiz or exam (if the quiz or exam is not completely electronic). Regrading requests should be submitted no later than one week after the quiz or exam was returned to the class. If you submit a quiz or exam for a regrade, your entire quiz or exam may be regraded.

Academic honesty. You are encouraged to work with other midshipmen whenever possible. Discussing the course material and homework assignments is a great way to learn.

However, cheating will not be tolerated. In particular, exchanging electronic files with work you have done for homework, quizzes, exams, and projects is not permitted unless stated otherwise. Cheating also includes, but is not limited to: looking at another student's quiz or exam, copying someone else's homework, using unauthorized material during a quiz or exam, and turning in an altered quiz or exam for a regrade. Any act of academic dishonesty will be reported to your company officer, the department chair, and your academic advisor.

See *Policies Concerning Graded Academic Work* (USNAINST 1531.53B) and *2010 Honor Concept of the Brigade of Midshipmen* (USNAINST 1610.3H) for more information regarding academic honesty.

Classroom conduct. You are expected to behave professionally in class. Unprofessional conduct includes, but is not limited to: sleeping (stand in the back or the side of the classroom if necessary), side conversations, eating food (beverages are OK), and non-class-related use of electronic devices in class (e.g. checking Facebook, texting your friends). Persistent poor classroom conduct will be reported to your company officer.