

Grading: Final grades will be assigned based on the following percentages:

A	= \geq 93%	B-	= 80-82%	D+	= 67-69%
A-	= 90-92%	C+	= 77-79%	D	= 60-66%
B+	= 87-89%	C	= 73-76%	F	= < 60%
B	= 83-86%	C-	= 70-72%		

Lab activities will make up approximately 35% of your grade in this course. Grades will be available to students on the class Desire to Learn (D2L), site.

Extra credit: There will be some limited opportunities for extra credit – these will be explained as the semester progresses.

Attendance: Regular attendance to lecture and lab is required for good grades. Past experience has shown there is a strong positive correlation between the amount of time a student spends in class and her/his final grade. It is **your** responsibility to get the notes for any missed classes. Make-up exams will be provided only in the case of serious illness (requiring a doctor's note), or the death of an immediate relative.

E-mail: UWSP students are encouraged to check their e-mail regularly (five + times per week) for information from the university and/or instructors. If you are using an e-mail account other than your campus account to contact me, be sure your full name is included in the message.

Academic Conduct: All students are expected to follow the ethical practices of neither giving nor receiving any unauthorized assistance on all of their work in this class. Additionally, all students are expected to not divulge the nature or content of any questions or answers on exams to any other student or groups of students. If there are suspected violations of academic misconduct, as defined by the UWSP Chapter 14.03(1) code, then the Chapter 14 policies and procedures will be invoked. See web page at <http://www.uwsp.edu/dos/Pages/stu-academic.aspx>. for details. **Any student that removes an exam from the classroom may be given a failing grade for the course.**

Electronic Devices: Cell phones should be **turned off** and not be displayed during a class, lab, or exam. No other communication or musical devices are allowed. Students needing a foreign language dictionary during exams may use one with permission from instructor. No video or audio recording of lectures is permitted without the prior written authorization from instructor.

Extra help: Tutors are available to help students with lecture and lab material. Interested students are encouraged to contact the Tutoring-Learning Center. (ALB, room 018)

Study Aids: Supplemental handouts may be provided during particular lectures or labs. Lecture Power Point presentations (in a condensed format) will be made available to registered students through the course link in *Desire to Learn* (D2L). Please note that lectures may only appear on D2L **after** each lecture is given, and students must recognize the content of these files **cannot** replace regular class attendance.

Note: This is a tentative syllabus. The instructor reserves the right to make amendments to this document.

