

COURSE POLICY STATEMENT

SM261 MATRIX THEORY -- SECTION 6001

INSTRUCTOR: CDR Vincent van Joolen, Ph.D.
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Period	Time	Mo	Tu	We	Th	Fr
0	0715-0745		PT	PT	Research	PT
1	0755-0845	Math Lab	PT	PT		PT
2	0855-0945					
3	0955-1045					
4	1055-1145					
Lunch	1145-1330					
5	1330-1420	Instruction	Instruction	Instruction		Instruction
6	1430-1520	CH101		CH101		CH101
7	1530-1620					

FORMAL INSTRUCTION:

- (1) All courses materials are posted online.
- (2) Bring book, calculator, mechanical pencil, and eraser daily!
- (3) If you are missing any of these items, I reserve the right to send you back to Bancroft to get them. You will be marked tardy if this is necessary.
- (4) Don't sleep in class! You may stand to stay alert.
- (5) Beverages YES/Food NO ... CLEAN UP YOUR MESSSES!
- (6) Course hours will not be adjusted to accommodate weekend plans/events.
- (7) I record all absences/tardiness daily on MIDS. I do not adjudicate.
- (8) If you see a mistake during instruction, stop me and correct my error.
- (9) If you are late or must leave early, request permission to enter/depart.
- (10) **Section Leader:**
 - a. Do not call the class to attention until I tell you to do so.
 - b. If I am absent and a substitute is not present, assign productive work, and report to the math department chair in CH300.
 - c. Do not dismiss the section early.

HOMEWORK/QUIZZES (20%)

- (1) Homework will not be collected. Solutions are posted online.
- (2) Quizzes will be given often and will consist of one or two questions from the homework.
- (3) Quizzes (are closed book) and will be administered in the first five minutes of class.
- (4) Quizzes are all or nothing and graded 1 or 0 and will be based on a homework problem.
- (5) You will receive in automatic 0 if you do not:
 - a. Put you name on the quiz.
 - b. Circle your team designation.
 - c. Complete the quiz in pencil.
 - d. Box you answer.
 - e. Put your pencil down when the end of the quiz is announced.

HOURLY TESTS (3 Total – 1 Hour - 50% of Grade):

- (1) You may use your calculator (unless otherwise directed), however, you must show all intermediate steps to receive full credit for your work. No Steps = No Credit.
- (2) 5 Points will be deducted if do not put:
 - a. Put your name on top of test.
 - b. Circle your team designator.
 - c. Complete your test in pencil.
- (3) Missing a Test:
 - a. Authorized Absence: Inform me in advance. A make-up will be scheduled.
 - b. Unauthorized Absence: A test can be retaken but with a 20-point penalty.
- (4) Solutions to tests will be posted online after the test is graded.

FINAL EXAM (3 Hours - 30% of Grade):

- (1) Final Exam policy will be determined by the course coordinator.
- (2) Do not schedule leave until you know when your finals end.
- (3) If you have an authorized reason for missing the final, you will receive an incomplete for the course. You are obligated to complete it at a later date.
- (4) I WILL NOT RESCHEDULE FINALS.

THE 50/30 DEAL:

- (1) If your score on the final is better than your test average, than the final will count for 50% of your grade and the tests will count for 30% of your grade.

GRADES: (89.5%-A, 79.5%-B, 69.5%-C, 59.5%-D, <59.5%-F)

- (1) If the class average on tests/final is below 70. I will grade on a curve.
- (2) Grades are not posted online. You may see me anytime with questions about your grade.

USE OF CALCULATORS/COMPUTERS:

- (1) You are expected to know how to use your TI200.
- (2) You may use calculators on tests (unless I direct otherwise).
- (3) You will be expected the basic matrix operations without the use of a calculator.

EXTRA INSTRUCTION (EI):

- (1) Peer-to-Peer: You will be set up in teams. Help each other out.
- (2) Make EI appointments with me via email.
- (3) MATLAB is manned 6 periods a day.

GENERAL:

- (1) It is an honors violation to copy quizzes and tests from another. With regards to homework, you may work together and use online resources as necessary.
- (2) I reserve the right to alter this course police if necessary. You will be given written revision in advance of policy changes. Policy changes will not be grandfathered.

V.J. van Joolen
CDR, USN