

READING ASSIGNMENTS: The reading assignments and information to be reviewed will be posted on the course web page on an ongoing basis. Materials are to be read before the related lecture.

HOMEWORK: Homework assignments will be given on an ongoing basis and will be a combination of handouts and book problems. Use 8½ x 11 engineering grid paper, one side only. Show all work, illustrate by schematic or a diagram, give equations before substitution, show all units and underline or circle all answers.

You are to work with a homework partner, and may have a different partner for each assignment. Take turns being lead partner. Blind copying of problems is not allowed, as this defeats the purpose of doing homework in the first place.

TESTS: 0-2 Midterms may be given. They will be take-home exams or may be defined as a grade equivalent to one or more key homework exercises. As for all tests taken at MTU, the university's "Academic Integrity" policies shall be strictly enforced (this guide is available on-line and from the Dean of Student's office).

ABSENCES: Students are expected to be present for all class meetings. Note that interview trips are not an excused absence. Full credit may be possible for late work, provided there is a legitimate excuse. It is the student's responsibility to contact the instructor, explain the circumstances, and arrange for makeup (in advance if possible). Arrangement for late makeup of tests or the final exam is possible only in extremely exceptional circumstances. Makeup tests are graded half on written performance and half on interview/explanation of solution.

HELP FROM INSTRUCTOR: Questions are encouraged in class, as time permits. A classroom office hour may be scheduled upon group request. Normal office hours are in my office in EERC 623.

GRADING: Final averages will be based on the following distribution:

<table>
<thead>
<tr>
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<th>EE5223</th>
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<tbody>
<tr>
<td>Tests (0-2, 40% total)</td>
<td>20% (1) (redistri unallocated test % to other cats below)</td>
</tr>
<tr>
<td>Homework +quizzes*</td>
<td>45%</td>
</tr>
<tr>
<td>Participation (bonus)</td>
<td>5%</td>
</tr>
<tr>
<td>Term Project, jnl revw</td>
<td>30%</td>
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Worst case grade cutoffs: A: above 90, AB: 85, B: 80, BC: 75, C: 70, CD: 65, D: 60. Cutoffs may be adjusted downward in some cases, as explained in class. Student grades-to-date and class standings will be updated following each test. It is your responsibility to verify that your grades have been correctly entered. Be aware of your standing so you know if you have to work harder to get the grade you want. Overall average of individual students may be increased depending on attendance, participation, and professional merit.

* Note: Quizzes are especially likely if attendance wanes...