The final grade will be a weighted average of your grades on homework, projects, tests, and the final exam. The weights used in determining the final grade are:

- **Tests**: 50%
- **Projects**: 5%
- **Homework**: 15%
- **Exam**: 30%

**Textbook**
The textbook is the second edition of a book written for this course. You may read more about why the text is being written in its preface. You can buy the book in the bookstore. The book is also available on-line. The on-line version has certain advantages including the ability to click on links to the internet and to other parts of the book. Early editions of textbooks usually have errors as well as other infelicities. You are encouraged to submit corrections, suggestions, or comments on any aspect of the text. Such submissions will always receive “extra credit.” Wise students will realize that if the instructor takes the trouble to write the text, they should take the trouble to read it. Students are responsible for everything in the text even if it is not explicitly mentioned in class. Daily reading assignments will be given and class time will be reserved for questions about the reading.

**Homework**
Besides reading assignments, written homework will be assigned daily. Homework assigned on Monday and Tuesday is normally due on Thursday and will be collected at the beginning of class on Friday. Homework assigned on Thursday and Friday is normally due on Monday and will be collected on Tuesday. Questions about the homework may be discussed in class on the due date (Mondays and Thursdays). No late homework is accepted for any but the most extraordinary reason. However, I will consider a homework score of 90% perfect so as to give you some opportunity to miss a few homework assignments. In addition to daily homework assignments, there will be three short projects for which you will have a longer time to complete. More details about the projects will be distributed closer to the due date.

**Tests**
Tests are given only at the scheduled times. Rather than attempting to decide which excuses for missing tests are sufficiently exculpatory, and realizing that there are such excuses, I will allow you to miss any test for any reason you deem acceptable. However, there are no makeup tests for any reason. Rather, if you miss a test your exam grade will replace that of the missed test. Also, if your exam grade is higher than the grade of a test that you take, I will substitute the
exam grade for that test grade. Notice that this policy and the grading weights described above virtually ensure an A to anyone who gets an A on the final exam.

**Final Exam** The final exam is given only at the scheduled time. The college requires that I give and you take the exam at this time! The final exam is cumulative. There may be a take-home component to the exam.

**Collaboration** It is perfectly acceptable to help each other. I encourage you to work together on any assignment unless I explicitly say otherwise. Of course academic honesty and common sense require that only honest effort on your part be rewarded; do not turn in “joint” work which is really only the work of someone else. However you do not have to feel guilty turning in work that reflects mostly the good ideas of someone else if you were genuinely working together. Even if your work is joint, you should write your own solutions as independently as possible. That is, do not simply copy from others. This is to ensure that you really understand the solution. You should always indicate who you collaborated with on a problem. Failure to do this is a form of academic dishonesty.

**See Me** If you are having trouble with the course, if you don’t understand something important, if you have some special circumstance that is getting in the way of performing well in this class, or you just want to talk about the course, see me. While I have office hours, I encourage you to come see me anytime that I am in my office. While I check email regularly and will answer it promptly, email isn’t very useful for answering the more technical questions that might come up in homework. Also, don’t assume that just because you are awake and writing email that I am awake and reading email!

**Attendance** I do not require attendance or make attendance any part of the grade. If you miss class for any reason however, you are responsible for determining what you missed. The outline handed out each day will be posted on the web soon after class to help you determine that. Likewise I will try to post any handouts or important announcements. No reason for missing class excuses any late homework. If you plan to miss class on a Tuesday or Friday, make sure that your homework does not (unless you do not want it to count). I plan to start on time and end on time and common courtesy to your classmates suggests that you plan likewise. If you must come late or leave early (it happens), be as unobtrusive as you can.

**Disabilities** Calvin will make reasonable accommodations for persons with documented disabilities. Students should notify the Coordinator of Services for Students with Disabilities located in the Student Academic Services office. Students requiring such accommodations should meet with me during the first week of class.

**Exceptions** I reserve the right to make changes or exceptions to the above policies either for the whole class or for individuals. The ultimate goal in this course is learning and formal requirements should not unnecessarily stand in the way of this. As a consequence, if you (individually or collectively) think that any of the above conditions are interfering with learning, let me know and we’ll see what can be done.

*An approximate answer to the right question is worth a good deal more than the exact answer to an approximate problem.*

John Tukey