

convert letters into numerical values (... , $88\frac{1}{3}$, 85, $81\frac{2}{3}$,...). At the end of the course, the overall score is translated back into a letter grade (B+ is $86\frac{2}{3}$ to 90, B is $83\frac{1}{3}$ to $86\frac{2}{3}$, B- is 80 to $83\frac{1}{3}$, and so forth).

Special grades: I offer two special grades based on the final exam alone. If a student scores in the top 75% of the class on the final, the student will receive at least a C in the course. If the final is in the top 5%, the student is guaranteed an A. In order to qualify for these special grades, students must have taken both midterms and completed all homework assignments. (These special grades are uncommon.)

Bonus points: During the semester, there may be opportunities for extra credit. I will always announce extra credit publicly and make it available to the entire class.

Schedule: All lectures will be held at the scheduled time. The dates of the exams are almost certain. Other dates (especially due dates) on the Sakai calendar are tentative. I will announce due dates for assignments at least one week in advance. The last homework assignment will be due at the final exam.

Academic integrity and etiquette:

Homework: Students may consult each other and collaborate on homework assignments. They may seek assistance from the instructor, the teaching assistants, or a tutor. However, each student must do the problems on his or her own, and each student must submit a unique assignment. Students may use calculators, except for their statistical functions.

Late assignments: Students turning in late assignments may not use any resources that were unavailable to their classmates at the regular due date.

Quizzes: Students may use their textbook, the study guide and lecture notes, and their own notes. They may not work together, and they may not receive assistance from other people.

Exams: Students may use appropriate statistical tables and basic calculators.

Archives: Students may not acquire my documents from, or place my documents into, any online or physical archive, other than my course website on Sakai.

Technology: Students may not use laptops, tablets, phones, or similar devices during the lecture, except when I specifically permit them, or when they are prescribed accessibility devices. Disruption behavior violates section II.C.1.k of the Honor Code. (And, for your own sake, it interferes with your learning.)

Externalities: Avoid the negative ones; create the positive ones.

How to use help resources:

Tutorials: Students can get answers to questions and homework help at the tutorial sessions. These tutorials are held every day in Gardner [TBD], from [TBD-TBD], Sunday through Wednesday. A teaching assistant will be available. These tutorials are unstructured and completely optional. Students are welcome to come to this room simply to work on their assignments, and a teaching assistant will be available to provide help.

Office hours: Students can also receive help and answers during my office hours. I can also address administrative issues or other special situations. I am always available in Gardner 202 between 1:30 and 3:00 on Mondays and Wednesdays. Students may simply drop in, or they may ask for priority at some particular time. I can also arrange to meet at other times.

Email: I can answer quick questions and administrative issues through email, but I cannot provide detailed homework help through email. (My teaching assistants do not provide help through email.)

Before and after class: I can answer only very quick questions.

The Learning Center: The Learning Center has academic counselors who can give general advice about improving study habits, note-taking skills, and other academic strategies. In some semesters, free peer tutoring is available in Dey Hall. They also maintain a list of private tutors available for hire.

Syllabus changes: The instructor reserves the right to make changes to the syllabus, including due dates and test dates. Changes will be announced as early as possible.