Quiz Policies and Procedures

1. I plan to give some type of quiz at the end of most classes. My plan is for each quiz to be open note and to contain problems that will be **VERY** similar to problems from my lecture notes. The best way to be prepared for each quiz is to attend class, bring the lecture notes, and complete them as I go through the lecture.

2. For regular in-class quizzes, a TI-30Xa is the **ONLY** handheld calculator allowed; the same will be true for exams as well. You may not use a cellphone calculator or any other calculator on quizzes or exams.

3. All electronic devices (cell phones, tablets, laptops, etc.) must be put away during quizzes; do not leave them on your desk, do not rest them on your leg, do not use them as calculators, please put them away. Paper copies of the lecture notes may be used on quizzes, but not electronic copies.

4. If you can’t see what is being projected on the screen, sit closer.

5. Do not turn in anyone else’s quiz, **ESPECIALLY A STUDENT WHO IS ABSENT**; each student must submit their own quiz.

6. Partial credit may be awarded, assuming the work shown is relevant to the quiz problem(s).

**Students who are caught cheating will lose ALL their quiz points for the semester, and be reported to the Office of the Dean of Students for further disciplinary action**