Quiz Policies and Procedures

1. I plan to give open note quizzes containing problems that will be VERY similar to problems from my lecture notes. The best way to prepare for each quiz is by attending class and completing the lecture notes.

2. Your name must be printed on both sides of a blank sheet of paper; if your name is not legible, you will receive no points.

3. A TI-30Xa is the ONLY handheld calculator allowed on quizzes or exams. You may not use a cellphone calculator or any other calculator on quizzes or exams.

4. All cell phones 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, put them away.

5. The only items in front of you should be a single sheet of paper, a writing utensil, a TI-30Xa calculator, and your lecture notes; everything else should be put away (notebooks, computers, cellphones, etc.).

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

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

8. If you need to speak with me, see me during my office hours (10:45am to 11:45am and 2:00pm to 2:45pm Monday through Friday in MATH 804).

9. 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.