

ECE 329 Notes:

1. Recitation lessons will have the following format: Recorded (Outreach) section: Students selected at random in class will present the homework on camera . The remainder of the class will work a different problem in class. Several of these students selected at random will turn in that problem for grade. Then one other student will select one of these graded problems and explain it. **ALL ON-CAMERA WORK AND ALL ORAL PRESENTATIONS ARE GRADED AND POSTED ON THE CLASS WEBSITE.**
2. You will be expected to videotape two oral presentations. Find, rent, or borrow a video camera. Find someone to operate it for you. Then record your presentation. The problems will be provided at the appropriate time in the course. When you are satisfied with your performance, send the tape to Engineering Outreach for grading.
3. The lesson immediately following a recitation will begin with a short (~10 minutes) quiz on the same subjects as the recitation lesson. Occasionally, a short take-home assignment may substitute for the quiz; if so, that will be announced during or before the recitation lesson.
4. Exams and quizzes that are conducted in the class session are "open-book, open notes" unless reasonable notice is given in writing. Without exception, any work performed out-of-class is "open-book, open-notes, open-neighbor." The quizzes are provided for your benefit, complete with solutions. They are designed to be completed in ten minutes.
5. Absence during any graded requirement will merit a grade of zero for that requirement, unless the absence is arranged with the instructor in advance. Exceptions will be considered only in cases where the absence is clearly beyond the control and fault of the student.
6. Completion of every exam is required for a grade other than "F". Incomplete grades will only be given as prescribed in Paragraph F of Part Three, General Requirements and Academic Procedures, of the University General Catalog. If a grade of Incomplete is granted, the reversion grade is "F" in the event that work is not completed by the specified deadline.
7. Solutions to quizzes and homework are posted on the website. If something is not posted where it should be, please ask.
8. Grading will be a weighted sum of a rather large number of individual numerical scores. These are categorized as follows:
 - 10% Oral presentations
 - 30% Exam 1
 - 30% Exam 2
 - 30% Final Exam
9. Exams 1 and 2 are proctored. Policies for in-class work apply. Traditionally, the final exam is a take-home exam posted on the class website. Policies for out-of-class work apply.