

IMPORTANT NOTICE: *This is part 2 of a two part course outline. Part 1 of the outline is available at www.obeymath.org and will also be distributed by your instructor in class.*

CLASS SCHEDULE:

Mondays 8:30 to 10:00am ROOM 4.A.4
Wednesdays 8:30 to 10:00am ROOM 4.A.4
Fridays 12:00 to 2:00pm ROOM 5.A.12

INSTRUCTOR: Emilie Richer

OFFICE: 8A.11 (The DTU Office)

PHONE: (514) 931-8731 ext 1802

EMAIL: richeremilie@gmail.com

This is the only way to communicate with me electronically! **Do NOT use LEA**

INSTRUCTOR ACCESSIBILITY (OFFICE HOURS & E-MAIL):

Students can contact the instructor by e-mail at anytime to schedule office hours. If students use the e-mail address indicated above, they can expect a prompt response during the week.

Students can also drop by office 8.A.11 at anytime for assistance from the instructor.

COURSE WEBSITE:

www.obeymath.org

Students should check the above website for updated information pertaining to the course. Homework, assignments, solutions etc will be posted on this website under the instructor's name.

EVALUATION SCHEME:

50% Final exam
30% Class tests (3 tests worth 10% each)
20% Assignments and quizzes

LATE SUBMISSION:

In-class assignments must be submitted during the class in which they were assigned. For other assignments, 10% will be deducted if they are submitted late and an additional 10% will be deducted for every 24 hours that the assignment is late. Assignments will not be graded if they are more than one week late.

MISSED EVALUATIONS:

- There will be NO POSSIBILITY of writing tests or in-class assignments on a different day than indicated below or announced in class.
- Upon presentation of a valid medical note, the weight of the missed test/quiz/assignment will be transferred to the weight of the final exam.
- The valid medical note MUST be presented within a week of the student's return to classes or the expiration of the medical note (whichever comes first)

SCHEDULE OF EVALUATIONS:

All dates listed below are fixed unless otherwise announced in class. Any change to dates proposed below will be announced by the instructor at least 2 weeks in advance.

TESTS (30%)

Test 1: Friday September 28th 2012

Test 2: Friday November 2nd 2012

Test 3: Wednesday December 5th 2012

ASSIGNMENTS (12%)

Assignment 1: Friday September 28th 2012 (12:00 noon)

Assignment 2: Friday November 2nd 2012 (12:00 noon)

Assignment 3: Wednesday December 5th 2012 (8:30am)

IN-CLASS ASSIGNMENTS/QUIZZES (8%):

The dates of in-class assignments and pop-quizzes will NOT usually be announced ahead of time.

FINAL EXAM:

The final exam will be held during the official exam period in December 2012, the date has not yet been announced. **The exam period is from December 12th to December 24th 2012, students should not make travel arrangements before the official exam schedule is published.**