

**CLASS SCHEDULE:**

Mondays            1:00 to 2:30pm    room 5D.6  
Fridays            1:00 to 2:30pm    room 5D.6

**INSTRUCTOR:** Émilie Richer

**OFFICE:** 8A.11 (the DTU Office)

**PHONE:** 514.931.8731 (1801)

**EMAIL:** ericher@dawsoncollege.qc.ca

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 any time to schedule office hours. If students use the e-mail address indicated above, they can expect a prompt response during the week.

Fixed weekly office hours: Tuesdays 12:00 to 1:00pm

**COURSE WEBSITE:**

**[www.obeymath.org](http://www.obeymath.org)**

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

**EVALUATION SCHEME:**

60% Three (3) class tests (worth 20% each)  
40% Projects, assignments, quizzes and laboratories

**LATE SUBMISSION:**

In-class assignments must be submitted during the class in which they were assigned. For all other work, 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 evaluation will be distributed proportionally to the other activities.
- 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 changes to the dates of evaluations listed below will be announced by the instructor at least 2 weeks in advance.

**TESTS (60%)\***

Test 1 – Monday, September 28<sup>th</sup>, 2015

Test 2 – Friday, October 30<sup>th</sup>, 2015

Test 3 – Friday, December 7<sup>th</sup>, 2015

**\*STUDENTS MUST WRITE AT LEAST 2 TESTS IN ORDER TO PASS THE CLASS, IF A STUDENT MISSES MORE TESTS THEY SHOULD APPLY TO THE COLLEGE FOR AN AUTHORIZED MEDICAL ABSENCE**

**TERM WORK (40%)**