

Teacher Contact Information and Classroom Policies

Contact Information for Mr. Christopherson

Office: Room 235
Office Phone: xxx-xxxx
Office Hours: before school or 3:20 – 3:50 p.m. by appointment

Key Points of Student Conduct

1. Make every effort to attend class every single day.
2. Bring your calculator, notebook, paper, pen, and pencil to class every day.
3. Do your work well and turn it in on time.
4. Take pride in your work, and put quality and effort into it.

Notebook

It is important to keep a notebook in this class. Your notebook will contain items such as this information sheet, your safety contract, and your point total sheet. For each unit of study, you should keep your notes, handouts, assignments, and experiments together.

Grades

Grades will be based on the total points you earn divided by the total points possible. Points are awarded for written assignments, experiments, quizzes, and tests. The grading scale is:

100 – 90.0% **A** 89.9 – 80.0% **B** 79.9 – 70.0% **C** 69.9 – 60.0% **D**

Semester grades are based on the two nine weeks' grades (40% each) and the final exam (20%).

Assignments

Assignments will be graded at regular intervals during the course of a unit. Assignments turned in late will, of course, carry a penalty.

Not turned in at beginning of class, but turned in the same day.....25% off
Turned in one school day late.....50% off
Turned in beyond one school day late.....NO CREDIT

All assignments are taken for a grade. If you are absent from class for any reason, you must see your teacher to pick up any assignments and to find out when the work should be turned in. **DO NOT** put off make-up work. Complete it as soon as possible so that you can get on with the rest of the course material.

Tests / Quizzes

Tests and quizzes are given at regular intervals. Don't fall prey to the idea that you are a poor test taker. Tests and quizzes are the true indicators of your understanding of the subject area, and you should take them very seriously. If you are absent only the day of the test or quiz, you will be required to make it up the day you return.

Tips on Assignments

1. Show complete set-up with proper units on all problems that require computation.
2. In general, YES or NO answers are incomplete. You must include an explanation.
3. Assignments are graded for completeness and quality of work.
4. Most often, labs will be graded for correctness. All make-up labs are strictly graded for correctness.
5. I expect every student to attempt and complete each assignment.

I will give you as much help as time allows. Before seeking help, you must struggle to learn the material yourself. When you see me for help, bring the work you are having trouble with – as far as you have completed it – and your notebook. Do not procrastinate in seeking help.