

FAQ

Table of contents

0.1	When are your office hours?	1
1	Casey	1
2	Manbir	2
2.1	When is ____ due?	2
2.2	Can I have an extension?	2
2.3	Can I revise and resubmit something I did poorly on?	2
2.4	When will you reply to my email?	2
3	Casey	2
4	Manbir	3
4.1	Do you grade on a curve?	3
4.2	What the heck are Cornell Notes??	3
4.3	What should I do if I get behind on my work?	3

0.1 When are your office hours?

1 Casey

Office hours:

- in-person (McConnell 301A): TBD
- [zoom](#): TBD
- by appointment: see Moodle for a link to my calendly page and schedule an appointment

2 Manbir

2.1 When is ___ due?

You can find all due dates on the [course schedule](#). Dates are subject to change, but will always be kept up to date on the schedule so check back if you're not sure.

2.2 Can I have an extension?

Some assignments will have hard deadlines. These assignments include the first Cornell Notes assignment, the math assessment, and all the Growth Mindset assignments. The reason for these hard deadlines is due to the nature of the assignments – for example, it is not helpful for you to take the math assessment and discover in the last week of class that you really should review trig. For all other assignments, if you need an extension, you may request one using [this form](#). We recognize that things come up and you may require some flexibility at some point in the semester. Please feel free to reach out to your instructor if you are struggling to meet a deadline. We want to support you and make sure you have the best possible chance for success in this class!

2.3 Can I revise and resubmit something I did poorly on?

For most assignments, yes. Some assignments cannot be revised or retaken because of the nature of the assignment or when it is due. More information for each assignment can be found on this [template grade sheet](#).

2.4 When will you reply to my email?

Timely communication is really important, but in order to be effective instructors, we also need to be able to take breaks from email. Here are the expectations you can have of us with respect to email response time:

3 Casey

If you email me on a weekday, you can expect a response from me within 24 hours. If you email me on a weekend, you can expect a response from me by class time on Monday (or the first day back if it's a long weekend or holiday).

4 Manbir

4.1 Do you grade on a curve?

Grades are not curved; your grade depends only on your own performance, supporting your fellow students will help every one of you.

Your grades can be calculated using our [template grading sheet](#), and letter grades are determined from percentages using [this chart](#)

4.2 What the heck are Cornell Notes??

4.3 What should I do if I get behind on my work?