PEP 111 Mechanics (3.0 Credits)

Schaefer School of Engineering and Science
Fall 2024

Instructor: Dr. Samuel R. Hedemann (Sections A,B,D)
Canvas Course Address: https://sit.instructure.com/courses/75611
Course Schedule*,**:

Section	Type	Monday	Tuesday	Wednesday	Thursday	Friday	Lecture Room
A	Lecture	12:00pm – 12:50pm			Quiz 5pm-6pm Room: TBA Dates: TBA; Almost every Thursday	12:00pm – 12:50pm	Kidde 228
B	Lecture	9:00am – 9:50am				9:00am – 9:50am	EAStevens 222
C	Lecture	2:00pm – 2:50pm				2:00pm – 2:50pm	McLean 209
D	Lecture	8:00am – 8:50am				8:00am – 8:50am	EAStevens 222

* Note 1: There is also a recitation section (your section letter with "R" before the letter), which meets on a day and time not shown above; see your class schedule for details.
**Note 2: Quizzes happen in a different room/day/time – see our schedule and announcements.

Contact Info: samuel.hedemann@stevens.com
Virtual Office Hours: Monday 1:30pm–3:30pm, by appointment via Canvas Zoom link below
Virtual session URL: https://stevens.zoom.us/j/93301355424 (passcode: mechanics)
Please email me at least 1 day ahead to confirm. Date/time subject to changes.
Prerequisite(s): None listed, but a firm understanding of algebra is essential.
Corequisite(s): MA 121 Differential Calculus
Cross-listed with: N/A

COURSE DESCRIPTION

Calculus-based course covering Vectors, Kinematics, Newton's Laws, Work and Energy, Momentum, Rotation, Equilibrium, and Gravitation.

STUDENT LEARNING OUTCOMES

Program Outcome 1 (Scientific Foundations)

1.1: Develop improved conceptual understanding of the nature of force and acceleration.
1.2: Be able to distinguish between acceleration and velocity.
1.3: Become familiar with the concept of conservation laws and be able to apply the conservation of momentum and the conservation of energy to the analysis of simple mechanical systems.
1.4: Become familiar with the quantitative description of rotational motion

Program Outcome 2: (Engineering Foundations)

2.1: Be able to use free body diagrams to analyze simple mechanical systems.
2.2: Be able to apply Newton's Laws of Motion to analyze simple mechanical systems.
2.3: Be able to manipulate vector quantities, including vector addition, resolution of vectors into components and dot product.

COURSE FORMAT AND STRUCTURE

This course is *on-campus*. To access the course website, please visit stevens.edu/canvas . For more information about course access or support, contact the Technology Resource and Assistance Center (TRAC) by calling 201-216-5500.

Course Logistics

Here is an overview of what taking this course entails, but read this entire syllabus for full details.

- Lectures twice a week familiarize you with the material and show worked examples. You should **attend all lectures** and take your own notes.
- Lectures prepare you to do the homework (HW) given as assignments posted in Canvas on days specified in the "Important Dates" section further below in this syllabus.
- IMPORTANT: **you are responsible for timely reading of all notifications posted in Canvas**.
- Recitation classes give you access to a Recitation Instructor who will help answer any questions you might have related to homework, and who will also show you some example problems and help you work through solutions to Quizzes and Exams.
- Doing the homework prepares you to take the Quizzes, so you must always finish your assigned homework prior to the Quiz of the same labeled name. Ideally, finish your homework early enough to ask questions and make sure you know how to get the solutions prior to the Quizzes and Exams.
- Quizzes will test the knowledge you learned by doing your homework.
- Exams (two Midterm Exams and one Final Exam) test the knowledge you have learned up to that point, focused mainly on the content since the previous Exam, but bearing in mind that the underlying concepts in math and physics will be somewhat cumulative.
- IMPORTANT: For all Quizzes and Exams and any other graded assignments, you must **show all your work**. This allows us to give you partial credit if you get a wrong answer. Note that correct answers with no work will receive little or no credit because there is no supporting work to show that it was obtained properly.

An important point of reference for this course is the Important Dates section farther below, since it shows you exactly when Quizzes and Exams occur, and when assignments are posted. The Important Dates section is subject to change as we go due to weather and unforeseen events, so please come to class and check our Canvas page for announcements about those changes.

Instructor's Online Hours

I will be available via email and respond as soon as I am available (generally within 24-48 hours).

Please **include in the subject line "PEP 111"** and brief description of the topic you're asking about to help me keep all of my emails organized.

Please note that any online discussions in Canvas will generally not be monitored by me, since this is not an online course. The appropriate places to ask questions are your Recitation class, lectures, office hours, or by emailing either your Recitation Instructor or myself. If you have a question I feel is useful for the group, I'll make an announcement about it, but I will keep your name out of the announcement for your privacy.

Note that if you have a very urgent question about course material very close to a Quiz or Exam, it is neither my nor your Recitation Instructor's responsibility if we do not see your email in time before the test. Instead it is your responsibility to make sure you are prepared for each Quiz and Exam well ahead of time by asking us questions several days ahead of time at least.

Virtual Office Hours

My tentative office hours are given at the top of this syllabus, over the Zoom link presented there and in our Canvas site.

Online Etiquette Guidelines

Your instructors and fellow students wish to foster a safe online learning environment. No matter how different or controversial they may be perceived, all opinions and experiences must be respected in the tolerant spirit of academic discourse. You are encouraged to comment, question, or critique an idea, but you cannot attack an individual. Our differences, some of which are outlined in the University's inclusion statement below, will add richness to this learning experience. Please consider that sarcasm and humor can be misconstrued in online interactions and generate unintended disruptions. Working as a community of learners, we can build a polite and respectful course ambiance. Please read the Netiquette rules for this course:

- Do not dominate any discussion. Allow other students to join in the discussion.
- Do not use offensive language. Present ideas appropriately.
- Be cautious in using Internet language. For example, do not capitalize all letters since this suggests shouting.
- Avoid using vernacular and/or slang language as it could lead to misinterpretation.
- Keep an "open-mind" and be willing to express even your minority opinion.
- Think and edit before you push the "Send" button.
- Do not hesitate to ask for feedback.

Key Semester Dates

(These dates are valid as of August 09, 2024, however they are subject to change. Check this semester's Academic Calendar at https://www.stevens.edu/office-of-the-registrar/academic-calendar for school-wide updates, and come to class to get important revisions. Shown here are only the dates that may affect this course and section, and some information is omitted and the information here may not be correct or up to date; see full Academic Calendar for full details.) Check Important Dates farther below for our course updates.

Date	Day	Importance
September 02	Mon.	**Labor Day: No classes**; Offices Closed
September 03	Tue.	**First Day of Classes**: Fall 2024 Semester
September 09	Mon.	Last day for 100% refund on a Fall 2024 Semester Class (tuition and fees)
September 16	Mon.	Last day to Add/Drop. A "W" entered on record for withdrawals after this date. Last day for 90% refund (tuition)
September 17	Tue.	Enrollment/Attendance verification starts. Mid-Autumn Festival. Classes in session, offices open.
September 30	Mon.	Student Enrollment/Attendance verification ends. Last day for 50% refund (tuition) on Fall 2024 class
Oct. 02 – Oct. 04	Wed. – Fri.	Rosh Hashanah (starts sundown of 1st day, ends sundown of last day) Classes in session, offices open
Oct. 11 – Oct. 12	Fri. – Sat.	Yom Kippur (starts sundown of 1st day, ends sundown of last day) Classes in session, offices open
October 14	Mon.	**Fall Recess: No classes**; Offices Open.
October 15	Tue.	***** Monday Class Schedule on a Tuesday *****
Oct. 28 – Nov. 01	Mon. – Fri.	Advising Week
November 01	Fri.	Diwali Classes in session, offices open.
November 04	Mon.	Spring 2025 Undergraduate Registration begins for Seniors of class standing >=90 credits
November 07	Thu.	Spring 2025 Undergraduate Registration begins for Juniors of class standing >=60 credits
November 11	Mon.	Spring 2025 Undergraduate Registration begins for Sophomores of class standing >= 30 credits
November 14	Thu.	Spring 2025 Undergraduate Registration begins for Continuing Freshmen
Nov. 27 – Dec. 01	Wed. – Sun.	**Thanksgiving Recess: No Classes**, Offices Closed.
December 06	Fri.	Last day for undergraduates to withdraw from a Fall 2024 course. Office of Undergraduate Academics approval required.
December 13	Fri.	**Last Day of Fall 2024 Classes.** Last day to submit an Incomplete (INC) Petition for Fall 2024 class.
December 14	Sat.	Undergraduate Reading Day.
Dec. 14 – Dec. 22	Sat. – Sun.	**Fall Final Exams and Reviews. (Exact date, time, and place found on Registrar page via myStevens, but will be announced midway through the semester)**

Subjects Covered

The order of topics covered will likely be given as shown, but the order of chapters and sections pertaining to each topic will not necessarily follow the book. Nevertheless, the book can be a useful reference to help you do your homework to properly prepare for quizzes and exams. The lectures are the most important source for the course, but the book will help clarify what is discussed in lectures, and offer additional explanations.

Topic	Chapter (order of these may vary in lecture)	Sections
[01] Kinematics	1: Units and Measurement	1-7
	2. Vectors	2-4
	3: Motion Along a Straight Line	1-6
	4: Motion in Two and Three Dimensions	1-3,5
[02] Newton's Laws	5: Newton's Laws of Motion	1-7
	6: Applications of Newton's Laws	1,2,4
Exam 1		
[03] Work and Energy	7: Work and Kinetic Energy	1-4
	8: Potential Energy and Conservation of Energy	1-5
[04] Momentum	9: Momentum, Impulse, and Collisions	1-7
Exam 2		
[05] Uniform Circular Motion	4: Uniform Circular Motion 6: Applications of Newton's Laws 10: Fixed-Axis Rotation	4 3 1
[06] General Rotation	10: Dynamics of Rotational Motion 11: Angular Momentum	2-8 1-3
[07] Static Equilibrium	12: Static Equilibrium and Elasticity	1-4
[08] Gravitation	13: Gravitation	1,2,5
Final Exam		

(See next page for Important Dates showing our daily business)

IMPORTANT DATES (TENTATIVE COURSE SCHEDULE)

● = No class presently scheduled
blue = completed
NOTE 1: This list is *tentative* and is subject to change. Come to class and visit the course website for changes. (See Important Dates PDF)
NOTE 2: Topics labeled as [01], [02] etc., are defined in Subjects Covered table on the previous page of this syllabus.
NOTE 3: Quizzes are based on the written homework (not the same as textbook homework problems) posted on the course website. Quizzes are set by the Registrar in a day/time/room different than the Lecture. Come to class and check our website for more information.
NOTE 4: See or email your professor IMMEDIATELY if you think you won't be able to take a quiz or exam.
NOTE 5: Final Exam time and place are subject to changes. See course announcements on Canvas and in class for updates to this list.

Week #	Mon. Date	Monday Business	Thu. Date +Business	Fri. Date	Friday Business
1 Sep 02 – Sep 06	● Sep 02	● No Class	● Sep 05 No Quiz	Sep 06	- Syllabus, Imp. Dates - [00a] Algebra Review - Lec [01] Kinematics
2 Sep 09 – Sep 13	Sep 09	- Lec [01] Kinematics - [00b] Calculus Review	● Sep 12 No Quiz	Sep 13	- Lec [01] Kinematics - HW [01a] posted
3 Sep 16 – Sep 20	Sep 16	- Lec [01] Kinematics - (Last day to drop without a W)	Sep 19 **Quiz [01a]**	Sep 20	- Lec [01] Kinematics - HW [01b] posted
4 Sep 23 – Sep 27	Sep 23	- Lec [01] Kinematics - Lec [02] Newton's L.	Sep 26 **Quiz [01b]**	Sep 27	- Lec [02] Newton's L. - HW [02a] posted
5 Sep 30 – Oct 04	Sep 30	- Lec [02] Newton's L.	Oct 03 **Quiz [02a]**	Oct 04	- Lec [02] Newton's L. - HW [02b] posted
6 Oct 07 – Oct 11	Oct 07	- Lec [02] Newton's L.	Oct 10 **Quiz [02b]**	Oct 11	- Kinematics Review for Exam 1
7 Oct 14 – Oct 18	**TUESDAY!** Oct 15	- Monday sched. today! - Newton's L. Review for Exam 1	Oct 17 **** Exam 1 **** **on [01]+[02]**	Oct 18	- Lec [03] Work+Energy
8 Oct 21 – Oct 25	Oct 21	- Lec [03] Work+Energy - No Recitation this wk	Oct 24 No Quiz	Oct 25	- Lec [03] Work+Energy - HW [03] posted
9 Oct 28 – Nov 01	Oct 28	- Lec [03] Work+Energy	Oct 31 **Quiz [03]**	Nov 01	- Lec [04] Momentum - HW [04] posted
10 Nov 04 – Nov 08	Nov 04	- Lec [04] Momentum	Nov 07 **Quiz [04]**	Nov 08	- Lec [04] Momentum
11 Nov 11 – Nov 15	Nov 11	- Review for Exam 2	Nov 14 **** Exam 2 **** **on [03]+[04]**	Nov 15	- Lec [05] Unif. Circular - HW [05] posted
12 Nov 18 – Nov 22	Nov 18	- Lec [05] Unif. Circular - Lec [06] Gen. Rotation	● Nov 21 **Quiz [05]**	Nov 22	- Lec [06] Gen. Rotation - HW [06] posted
13 Nov 25 – Nov 29	Nov 25	- Lec [06] Gen. Rotation - No Recitation this wk	● Nov 28 No Quiz Thanksgiving!	● Nov 29	● No Class
14 Dec 02 – Dec 06	Dec 02	- Lec [07] Static Equilib.	Dec 05 **Quiz [06]**	Dec 06	- Lec [07] Static Equilib. - HW [07] posted
15 Dec 09 – Dec 13	Dec 09	- Lec [08] Gravitation - Last Recitation tomorrow	Dec 12 **Quiz [07]**	Dec 13	- Last Day of this lecture - Lec [08] Gravitation - HW [08] posted - Review for Final Exam
16 – 17 Dec 16 – Dec 27	● Dec 16	● No Class - **Final Exam** (Date TBA) - **on [05],[06],[07],[08]** - Rooms in Announcements	● Dec 19 No Quiz	● Dec 20	● No Class

COURSE MATERIALS

Textbook(s): "Free University Physics, Volume I" (legally free)
https://openstax.org/details/books/university-physics-volume-1 .
This OpenStax book is our official textbook, and is a resource for your personal study, providing examples and practice problems. Other brands of commercial textbooks go more in depth, and although not required, may be useful. However, all the information you need to learn this subject will be provided through the lecture notes, discussions, and homework.

Other Readings: The lecture notes will be provided as PDFs, posted as we go, usually within a few hours after the lecture. They are posted afterwards to encourage you to take notes during the lecture; do not expect to simply absorb the material by listening – often an important first step is writing the equations from the lecture because it gets you used to writing them, which is a skill you'll need for the homework, quizzes, and exams.

Do not use the posted lectures as an excuse to skip coming to lectures! There are many additional explanations and examples given in class that are not in the lecture notes, so it is essential that you come to all classes! Use the lecture PDFs only as an extra resource in addition to your own notes.

Materials: Your homework will provide the main source of practice, and this will be posted as PDFs in our Canvas site, on the dates listed in Important Dates in this syllabus.

COURSE REQUIREMENTS

Assignments, Quizzes, and Exams

Attendance: Attendance at all Lectures, Quizzes, Recitations, and Examinations is required and expected. Your attendance will also be recorded during certain dates for legal purposes.

Participation: Your participation mainly consists of doing your homework to prepare for quizzes and exams, and taking the quizzes and exams. Asking questions is encouraged, and during lectures I will often ask for your participation. Definitely use your recitation sections as an opportunity to ask questions as well. You will not be graded on participation directly, however, your grades on quizzes and exams will reflect whether you have done your homework, so participation will be graded indirectly in that way.

Homework: Homework is EXTREMELY IMPORTANT in this course!

- Homework should be handwritten according to guidelines explained in class and in Tips for Success farther below in this document.
- Problems are assigned via our course website, typically weekly (and the posting dates of the assignments are listed in the Important Dates section farther above. Note that assignments are not always posted the same day of the week due to holidays and the size of the given subject being covered.
- Homework is not handed in, but ***you must do it to pass your quizzes***. If quiz grades are low, it may be required that homework be turned in for a grade as well.
- Quizzes are based on the written homework; mastering the homework will help you prepare for the quizzes.
- ***Written homework is very important to do***. There will be a quiz for nearly every topic, featuring a problem *very similar* to one of the previously assigned written homework problems. (Don't make the mistake of just reading HW solutions!)

Quizzes: Quizzes are scheduled in the Important Dates section farther above.

- Each quiz consists of one or two problems based closely on the most recently assigned homework. If you do the homework and make sure you know how to get the correct answer, you'll be well-prepared for the quiz!
- Be sure to ***attend class*** *and* ***attend the separate quiz periods*** since the *total quiz grade affects your total grade as much as an exam!* Your lowest two quizzes are dropped, but don't skip any homework; you'll need those skills!
- There are NO make-up quizzes, since almost immediately after the quiz, the quiz solutions will be posted.
- As always: when solving quiz or exam problems, ***show all of your work!***

Exams:

- This course has two Midterm Exams (held in Quiz classrooms at scheduled times), and a Final Exam (the date and time of which will be determined by the Registrar later in the semester, and will be announced on our Canvas page and in class as soon as possible).
- See the Important Dates section farther above for the scheduled times for the Midterm Exams.
- The material for each Midterm Exam and the Final Exam will mainly be focused on the new material covered since the most recent exam. However, all of these exams will be cumulative regarding the mathematical and physics skills that we gradually develop in this course.

- In most cases, there will be review lessons prior to each exam, both in Lectures and in Recitations.
- In some cases, it will be helpful to memorize key formulas, however you'll learn these simply by doing the homework, and in some cases you will be given an equation sheet or the necessary equations will be provided as part of an exam question. All of these details will be explained in class prior to each exam.
- ***You MUST show all work!*** Correct answers with no work get no credit.

Warnings:

- There is NO extra credit in this class.
- If a quiz or a midterm exam is missed for a *valid* reason, the final grade will be based on the exams you have taken. If multiple exams are missed or if the final exam is not taken, you will likely not be able to get credit for this course. However, emergencies do happen, and if your reason for missing is acceptable by Stevens policy, I may work with you to arrange a make-up exam, or else we will use the exams you have taken to calculate your total grade. However, there will be no make-up quizzes; missed quizzes without a valid reason beyond the lowest two (which will be dropped) will get a zero and will affect your grade.
- YOU are responsible for following all Stevens regulations and making sure that your homework is done on time so that you are ready for quizzes and exams. Treat this as a job! You are also responsible for planning your course schedule.
- Homework, Quizzes, Exams, and Solutions may not be shared with anyone, and you may not share access to our Canvas site.
- This syllabus is subject to revisions as we go; check the course webpage regularly for announcements. In particular the Important Dates section is subject to frequent revisions, which I will alert you to both in class and with announcements on our Canvas site.
- NO material (PDFs, videos, etc.) from this course may be shared with anyone outside this course by any method, and that means you must also not share this material with students who take this course in the future. Doing so will be treated as an act of intellectual property law violation and may result in severe penalties.

Help Studying:

- Tutoring is available at the Academic Support Center, Howe Center 9th Floor
- Additional physics and course-specific study questions can be addressed to your Recitation Instructor, or by asking questions in class during the lectures.

Tips for Success:

- The way to do well on a quiz is to carefully do each written homework problem (Do them ALL before the quiz!).
- These are WORD PROBLEMS. Therefore, when doing your homework, it is best to narrate your thinking by writing in words each step you take.
- It may also be good to rewrite the problem statement at the top of your page so that later, you can see what problem you were doing without looking it up.
- It will also help you to number your equations as you go, and keep everything in SYMBOLS, and only put numerical values in at the end. That way, you can write things like "putting (5) into (3) gives..." which will help you be organized and think more clearly.
- Do not expect to zip through these like math problems. Each problem (even simple ones) may take you as much as 1 hour to do, or more, so budget your time and start as early as you can.

- Eliminate distractions! You need to *focus* to do these problems, so make sure you are alone, comfortable, well-fed, and make sure your electronic devices such as TV, cell-phone, etc. are not nearby or distracting you. Music may help, as long as it doesn't distract you. Focus is your best friend! (Within reason; safety first.)
- Doing all your homework will build your confidence, and it will help prepare you for quizzes and exams.
- Do not work in groups – you'll be tested alone, so you need to practice alone! Be aware that using headphones is NOT allowed during quizzes or exams, unless there is a documented medical reason for it, as long as no communication is being done through it.

TECHNOLOGY REQUIREMENTS

Baseline technical skills necessary for online courses (for our Canvas site)

- Basic computer and web-browsing skills
- Navigating Canvas

Technology skills necessary for this specific course

- Live web conferencing using Zoom (this not an intended part of this course, but in the event of any emergency closures that require us to continue online, we may revert to Zoom-based classes; this will be widely announced if needed).

Required Equipment

- Computer: current Mac (OS X) or PC (Windows 7+) with high-speed internet connection (which will let you visit our Canvas site).
- Webcam: built-in or external webcam, fully installed (in case Zoom is needed)
- Microphone: built-in laptop or tablet mic or external microphone (in case Zoom is needed)
- Calculator: It is recommended to own or borrow a graphing calculator, such as Texas Instrument model TI-84, TI-86 or TI-89. However, the majority of this course will focus on enhancing your ability to derive symbolic results using algebra and calculus (although the homework will use both symbolic and numerical calculations). Numerical values are an essential part of how we represent an answer, but almost all of our insight and understanding will come from symbolic equations. Note that any arithmetic needed in the exams will be minimal and will not require a calculator; if there are exceptions to this, it will be announced well in advance of the exam.
- Paper and your favorite writing utensil for homework and taking notes in lectures. For quizzes and exams **you are responsible for bringing PENs to quizzes and exams** to write your work in either black or blue ink (make sure you bring extras in case one or more of them stop working for you). The quiz pages and exam pages will be provided for you.

Required Software

- The myStevens portal and our Canvas site, as well as Zoom if it is needed.

GRADING PROCEDURES

The total grade is based on quizzes (based on homework), two midterm exams, and a final examination.

Grading

Your Total Numerical Grade will be based on:

Your Total Quiz Grade	25%
Recitation	10%
Your Lower-Score Midterm Exam	15%
Your Higher-Score Midterm Exam	25%
Your Final Exam	25%

Your Total Letter Grade will be converted from Your Total Numerical Grade as:

A = [93 – 100]	C+ = [77 – 80)	D = [60 – 67)
A- = [90 – 93)	C = [73 – 77)	F = [00 – 60)
B+ = [87 – 90)	C- = [70 – 73)	
B = [83 – 87)	D+ = [67 – 70)	
B- = [80 – 83)		

There will be no curves applied to these grades, however your two lowest quiz grades will be dropped (but don't use that as an excuse to skip homeworks because you will fall behind!), and the Midterm Exams are weighted to favor your better exam in the calculations, as seen above.

Late Policy

If a quiz or a midterm exam is missed for a *valid* reason, the final grade will be based on the exams you have taken. If multiple exams are missed or if the final exam is not taken, you will likely not be able to get credit for this course. However, emergencies do happen, and if your reason for missing is acceptable by Stevens policy, I may work with you to arrange a make-up exam, or else we will use the exams you have taken to calculate your total grade. However, there will be no make-up quizzes; missed quizzes without a valid reason beyond the lowest two (which will be dropped) will get a zero and will affect your grade.

Academic Integrity

Undergraduate Honor System

Enrollment into the undergraduate class of Stevens Institute of Technology signifies a student's commitment to the Honor System. Accordingly, the provisions of the Stevens Honor System apply to all undergraduate students in coursework and Honor Board proceedings. It is the responsibility of each student to become acquainted with and to uphold the ideals set forth in the Honor System Constitution. More information about the Honor System including the constitution, bylaws, investigative procedures, and the penalty matrix can be found online at http://web.stevens.edu/honor/

The following pledge shall be written in full and signed by every student on all submitted work (including, but not limited to, homework, projects, lab reports, code, quizzes and exams) that is assigned by the course instructor. No work shall be graded unless the pledge is written in full and signed.

"I pledge my honor that I have abided by the Stevens Honor System."

Reporting Honor System Violations

Students who believe a violation of the Honor System has been committed should report it within ten business days of the suspected violation. Students have the option to remain anonymous and can report violations online at www.stevens.edu/honor.

EXAM CONDITIONS

The following procedures apply to quizzes and exams for this course. As the instructor, I reserve the right to modify any conditions set forth below by printing revised Exam Conditions on the quiz or exam.

1. Students may use the following materials during quizzes and/or exams. Any materials that are not mentioned in the list below are not permitted.

Material	Permitted?	
	Yes	No
Handwritten Notes		x
Typed Notes		x
Textbooks		x
Readings		x
Calculator		x
A pen with black or blue ink	x	

2. Students are not allowed to work with or talk to other students during quizzes and/or exams.
3. Listening to music or any other material over headphones is not allowed during quizzes and/or exams, unless there is a documented medical reason for it.
4. Specific Parameters: you will be given a paper with the test question(s) written on it, and it is up to you to find the solution, showing all steps and narrating where appropriate. Please number your equations, and draw a box around the answer, labeling it as necessary to show to which problem number and letter it pertains, such as (3b) etc.
5. You must write your full name on all pages of your quizzes and exams. On the first page, you must write the Stevens Pledge of Honor (see the previous section above) and sign it.

LEARNING ACCOMODATIONS

Stevens Institute of Technology is dedicated to providing appropriate accommodations to students with documented disabilities. The Office of Disability Services (ODS) works with undergraduate and graduate students with learning disabilities, attention deficit-hyperactivity disorders, physical disabilities, sensory impairments, psychiatric disorders, and other such disabilities in order to help students achieve their academic and personal potential. They facilitate equal access to the educational programs and opportunities offered at Stevens and coordinate reasonable accommodations for eligible students. These services are designed to encourage independence and self-advocacy with support from the ODS staff. The ODS staff will facilitate the provision of accommodations on a case-by-case basis.

For more information about Disability Services and the process to receive accommodations, visit https://www.stevens.edu/student-diversity-and-inclusion/disability-services. If you have any questions please contact: Phillip Gehman, the Director of Disability Services Coordinator at Stevens Institute of Technology at pgehman@stevens.edu or by phone: 201.216.3748.

Disability Services Confidentiality Policy

Student Disability Files are kept separate from academic files and are stored in a secure location within the Office of Disability Services. The Family Educational Rights Privacy Act (FERPA, 20 U.S.C. 1232g; 34CFR, Part 99) regulates disclosure of disability documentation and records maintained by Stevens Disability Services. According to this act, prior written consent by the student is required before our Disability Services office may release disability documentation or records to anyone. An exception is made in unusual circumstances, such as the case of health and safety emergencies.

INCLUSIVITY

Name and Pronoun Usage

As this course includes group work and class discussion, it is vitally important for us to create an educational environment of inclusion and mutual respect. This includes the ability for all students to have their chosen gender pronoun(s) and chosen name affirmed. If the class roster does not align with your name and/or pronouns, please inform the instructor of the necessary changes.

Inclusion Statement

Stevens Institute of Technology believes that diversity and inclusiveness are essential to excellence in academic discourse and innovation. In this class, the perspective of people of all races, ethnicities, gender expressions and gender identities, religions, sexual orientations, disabilities, socioeconomic backgrounds, and nationalities will be respected and viewed as a resource and benefit throughout the semester. Suggestions to further diversify class materials and assignments are encouraged. If any course meetings conflict with your religious events, please do not hesitate to reach out to your instructor to make alternative arrangements.

You are expected to treat your instructor and all other participants in the course with courtesy and respect. Disrespectful conduct and harassing statements will not be tolerated and may result in disciplinary actions.

MENTAL HEALTH RESOURCES

Part of being successful in the classroom involves a focus on your whole self, including your mental health. While you are at Stevens, there are many resources to promote and support mental health. The Office of Counseling and Psychological Services (CAPS) offers free and confidential services to all enrolled students who are struggling to cope with personal issues (e.g., difficulty adjusting to college or trouble managing stress) or psychological difficulties (e.g., anxiety and depression). Appointments are can be made by phone (201-216-5177).

EMERGENCY INFORMATION

In the event of an urgent or emergent concern about the safety of yourself or someone else in the Stevens community, please immediately call the Stevens Campus Police at 201-216-5105 or on their emergency line at 201-216-3911. These phone lines are staffed 24/7, year round. For students who do not reside near the campus and require emergency support, please contact your local emergency response providers at 911 or via your local police precinct. Other 24/7 national resources for students dealing with mental health crises include the National Suicide Prevention Lifeline (1-800-273-8255) and the Crisis Text Line (text “Home” to 741-741). If you are concerned about the wellbeing of another Stevens student, and the matter is *not* urgent or time sensitive, please email the CARE Team at care@stevens.edu. A member of the CARE Team will respond to your concern as soon as possible.