

Section Leader/Assistant Section Leader Responsibilities

- You will take muster for each class period. I will provide you a section roster (pink roll book) to record the section's attendance.
- At the start of class call the section to attention. I will give the order to take your seats. This applies to all classes throughout the week (in lecture or lab).
- At the end of class call the section to attention, collect all the nameplates, and ensure your classmates have cleaned up their desk areas and removed their trash/debris.
- See me immediately after class to provide a muster report. Do so even if all students are present.