# Coordinates and Contact

instructor: David Braun email: dab414@lehigh.edu

office hours: Lab sessions last for three hours each week and only about one of those three hours is dedicated to lecture. You are encouraged to use the remaining two hours to work through assignments, during which time I will be available to answer questions.

# Class logistics and resources:

Class time and location Wednesdays or Fridays 1:35pm - 4:15pm in Drown Hall 020

Course Website All labs will be accessible on our lab's Jupyter Hub webpage: jupyter.cc. lehigh.edu. If you are accessing this site off campus, you will need to be logged on to Lehigh's VPN (for instructions, see here https://lts.lehigh.edu/services/vpn).

#### **Policies**

**Attendance** Your attendance in class is required. If you are sick or otherwise cannot attend class, please let me know and stay home and rest.

After your first unexcused absence, each subsequent absence will result in one point subtracted from your final grade.

**Collaboration** The collaboration policy is the same as that for the main lecture course: I encourage you to collaborate and work together, but the work you submit must be your own.

### Technology

Computing We will use R Programming Language throughout this lab. The broad purpose of teaching you programming skills is (1) to apply concepts learned in lecture on real data, and (2) to familiarize you with how to more fluently speak the language of the computer.

# Assignments

For each lab session there will be an assignment that will test your understanding of the tools and material that we've covered.

Lab assignments will be due *prior to the start of next week's lab session*. There will be a submission portal on CourseSite for each week where you can submit assignments. *Assignments must be in PDF format*. Please put your name both in the name of the document (eg, braun\_week1.pdf) and somewhere inside your document.

Late work will not be accepted. If something comes up and you feel that you need more time to complete an assignment, please let me know with as much notice as possible.

**Grading** When grading your lab assignments, I am looking for solutions that are technically correct and / or evidence that you're making a sincere effort at the assignment. Each lab assignment will be worth 2 points, and with 14 weeks in the semester, there are a total possible 28 points. My grading criteria are roughly as follows:

- 2 points: Completely correct answers *or* mostly correct answers plus evidence that you made a sincere effort.
- 1 point: Mostly incorrect answers *or* many incorrect answers with no evidence that you made a sincere effort.
- 0 points: No assignment turned in on time *or* clear evidence that assignment was copy and pasted from another student.

Accommodations for Students with Disabilities Lehigh University is committed to maintaining an equitable and inclusive community and welcomes students with disabilities into all of the University's educational programs. In order to receive consideration for reasonable accommodations, a student with a disability must contact Disability Support Services (DSS), provide documentation, and participate in an interactive review process. If the documentation supports a request for reasonable accommodations, DSS will provide students with a Letter of Accommodations. Students who are approved for accommodations at Lehigh should share this letter and discuss their accommodations and learning needs with instructors as early in the semester as possible. For more information or to request services, please contact Disability Support Services in person in Williams Hall, Suite 301, via phone at 610-758-4152, via email at indss@lehigh.edu, or online at https://studentaffairs.lehigh.edu/disabilities.

The Principles of Our Equitable Community: Lehigh University endorses The Principles of Our Equitable Community. We expect each member of this class to acknowledge and practice these Principles. Respect for each other and for differing viewpoints is a vital component of the learning environment inside and outside the classroom.