

## Rules for Quizzes/Tests/Exams (QTEs)

- *Purpose:* The main purpose of a QTE is to determine if (a) you did your homework and/or you came to class and paid attention to class proceedings, and if so, (b) you did it diligently. Ergo, your responses must provide sufficiently detailed information that reflect accomplishment of these two objectives. ←Read this sentence again.
- *Homework:* You are not permitted to attempt a test without diligently completing the relevant assigned homework **beforehand**. ←Read this sentence again.
- *Coverage* (and the "lazy student rule"): QTEs will cover some or all (a) assigned homework and (b) any supporting class discussions. Note, however, using statistical data from a combination of sources, depending upon the homework, QTEs will lean more toward homework that lazy students will have failed to do. (I call this the "lazy-student rule" for creating QTEs.) Additionally, also note that material I have produced for this course takes precedence over everything else. Man, you have to be a super-genius not to figure this out by yourself.
- *Privilege:* If I allow you to use notes during the test then please note: (a) your notes must be **handwritten**; and (b) this privilege may be withdrawn for *unprofessional* behavior.
- *Warnings:* illegible or untidily written responses will **not** be graded; instead, you will be assigned a big fat zero. Additionally, unless directed otherwise, use a pen (not a pencil), and leave a blank line between each response. Number all responses appropriately—including responses you leave blank. Response sheets without names may be discarded. You have been warned.
- *Time:* QTEs **must** be completed within the time allocated.
- *Method:* Do not begin a QTE until you have gone through it in its entirety to determine if there is any wording you don't understand so we can deal with it. After the QTE has commenced you are not permitted to ask any questions.
- *Multiple-choice.* If the QTE is of the multiple-choice type, then be aware that some questions may have more than one correct option. However, your task will be to select the option that provides the most complete information (which would be the MAIN point), relative to the others (subsidiary point).
- *Guessing:* You are not permitted to attempt a test, as indicated above, without diligently completing the relevant assigned homework beforehand. Therefore, guessing is not permitted on tests. *You will lose points for guessing.* Leave the question blank if you do not know the answer because you didn't do your homework. ←Read this sentence again.
- *Make-up:* QTEs cannot be made up unless you have a bona fide documented excuse. ←Read this sentence again.
- *Bonus Points:* From time to time bonus questions may appear on a QTE to help you earn extra points. (However, this privilege may be withdrawn for *unprofessional* behavior.)
- *Grading:* QTEs will be (a) graded question by question, and not person-by-person; and (b) each response will be compared with others to determine how many points out of the total allocated for the relevant question must be assigned for the response.

- *Scores:* Scores will be posted online via a link on the *class home page* after the QTE has been graded. For each person, scores will be presented on a question-by-question basis, where possible—unless it was a multiple-choice QTE.
- *Points:* Points for letter-grade equivalents: A =97-100; A- =93-96; B+ =90-92; B =85-89; B- =80-84; C+ =73-79; C =66-72; C- =60-65; D+ =55-59; D =51-54; F =0-50.
- *Review:* While you are allowed to review your graded test (if it's a written test), do not use this opportunity to embark on a fishing expedition for extra points. If necessary, I will look at statistical logs on whether you had done the homework for the QTE and, if so, when. I may also decide to regrade your entire QTE to determine if I had made error(s) in giving you either *more* OR *less* points than you deserved. (Your total points for the QTE may then be adjusted accordingly.)