

Rules for Quizzes/Tests/Exams (QTE)

- *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.
- *Coverage:* A QTE will cover **some or all** (a) assigned homework and (b) any supporting class discussions. Note, however, that I tend to be biased toward material that I know lazy students will not study. (I call this the "lazy-student rule" for creating QTEs.) Additionally, material that I have produced for this course takes precedence over everything else.
- *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to use notes during the test then please note: (a) your notes must be **handwritten**; and (b) this privilege may be withdrawn for *unprofessional* behavior.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.
- *Guessing:* Guessing is not permitted. *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 (However, this privilege may be withdrawn for *unprofessional* behavior.)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 after the QTE has been graded. For each person, scores will be presented on a question-by-question basis.
- *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:* You may come during my office hours to review your graded QTE if you are honestly convinced that your answer to a particular question was correct (whereas that of the others was incorrect). ← Do not use this opportunity to come on a fishing expedition for points. If necessary, I may decide to regrade your entire QTE to determine if I have

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.)