

EE301—Electrical Fundamentals and Applications
Fall, 2009–2010 Academic Year
Sections 1114 and 5512
Syllabus/Class-Policy Supplement

Contact and Class Schedule Information:

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Section 1114			Section 5512		
Monday,	1	Rickover 062	Monday,	5	Rickover 062
Tuesday,	1&2	Rickover 062	Tuesday,	5&6	Rickover 062
Thursday,	1&2	Rickover 062	Thursday,	5&6	Rickover 062

Lectures

You are expected to be prepared for class. *Note that this includes bringing any necessary materials to class (calculator, handouts, PE worksheets, etc.) as well as to complete the reading assignments in advance of the class as specified in the EE301 Syllabus.*

Lectures focus on clarifying key concepts and providing worked examples; lectures do not review the book or foils. *Lectures are key for understanding the material; take advantage of the opportunity to ask questions to help you and your shipmates learn the material!*

Random short quizzes may be given in class that will cover the reading assignment as well as material from previous classes and assignments. *Anything assigned in reading material or homework is fair game for quizzes and exams; it does not have to have been discussed in class.*

Practical Exercises

Most two-hour class periods include Practical Exercises (PE). Both PE prework and the PE itself must be completed on an individual basis. *Note that collaboration on PE assignments is not allowed unless specifically stated in class.*

PE worksheets are due at the beginning of the class that they are assigned; the PE assignment will be reviewed and returned prior to performing the

PE. *Satisfactory completion of the prework will result in a bonus for that PE assignment.*

Office hours/Extra Instruction Policy

I have an open-door policy and am available for EI Monday through Thursday during all academic periods and generally through late afternoon unless in class or otherwise announced. *Note that if you come by and I am busy I will schedule a time to meet with you as soon as practicable.*

Face-to-face in my office is likely to be the most valuable form of EI. *Note that students in the office will have priority over phone and email.*

Email will be answered as time permits but you should not count on a response before the next day with office hours. *Note that if you need a more immediate response you are encouraged to come by the office or to call.*

Please be prepared before coming in for EI.

Resources

Here is a recommended order for working through class material:

1. Read the book and work the examples.
2. Take notes and ask questions in class.
3. Reread the book and associated materials off of the EE301 class page.
4. Review your notes, previous homework, etc.
5. Study with shipmates (not to violate assignment collaboration restrictions).
6. Come to EI.

Collaboration

Your most valuable resources are your shipmates. Support your shipmates both in and out of class. You are encouraged to study together including working on homework (see separate Homework Guidelines and Requirements). *Note that helping a shipmate learn comes with its own bonus—you are likely to learn the topic better as well!*

Classroom

Reasonable beverages are permitted in class; food is prohibited in class but may be consumed during breaks as provided (typically there will be one

brief break in the middle of a two-hour class period although not necessarily in the inter-class gap).

Leaving during class is *strongly* discouraged; there should be no reason to leave during a one-hour class and breaks will be provided in two-hour class periods.

Sleeping in class is not acceptable; if you feel like you may fall asleep then you must stand at the back of the class. *Note that repeated sleeping in a class will result in an early-departure entry for that class period as well as a negative bonus for the class as a whole.*

Laptops, cell phones, PDAs, calculators, ... may not be used in class unless specifically authorized.

Grading

The grading breakdown and grade thresholds are as specified in the EE301 Course Policy Statement except as emended here and in the Homework Guidelines and Requirements. *Note that final course grades may be adjusted based on a subjective evaluation of your overall course preparation and participation.*

General Prudential Rule: “No work, no credit.” If it isn’t clear *to me* (which includes both content and readability) what you did to get your answer and what the answer is (using proper form and specified/appropriate units), then it doesn’t count and that portion of the assignment will receive 0 points. *Note that the use of calculators to solve equations and such are allowed to validate answers but are not sufficient for credit unless specifically stated in the assignment.*

In class, the entire class will receive bonus points (both positive and negative); these bonus points will effectively adjust the grade table shown in the EE301 Syllabus. *Remember the old adage, “United we stand, divided we fall.” Look out for your shipmates.*

Here are a few examples of positive \boxplus and negative \boxminus bonus opportunities:

- \boxplus Waking up a shipmate before they are directed to stand.
- \boxminus Allowing a shipmate to have a discussion with someone else in class while class is in progress.
- \boxplus Providing an appropriate spark and encouragement (when permitted) to classmates who are struggling on a task.
- \boxminus Leaving the classroom or studio lab a mess after class.

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Homework Guidelines and Requirements

- Homework is required. *Note that if you do not turn in/satisfactorily complete homework assignments then you are unlikely to pass the class independent of your other grades in the class.*
- Homework assignments will be spot-checked for completion and correctness. *Note that all problems will count toward your homework grade whether fully graded or just checked for completion.*
- Homework is due by 1600 the following class day after they are assigned; you may turn them in in class or drop them off at my office. If you cannot bring the homework in yourself then you should have a shipmate drop it off on time for you. *Late homework is not accepted but your lowest two homework grades will be dropped.*
- Homework extension requests are handled on a case-by-case basis in advance of when the assignment is due. *Note that extensions are unlikely to be approved except in extreme circumstances.*
- If you do not turn in your homework on time, you are still encouraged to do the work as it will help to prepare you for future assignments and exams.
- You are encouraged to work with each other to do homework (pairs preferred, groups of three on an *infrequent* basis) and for study; however, you must turn in your own copy of the homework. *Note that you must identify all collaborating shipmates on your homework (or other assignment when collaboration is explicitly authorized).*
- You are not allowed to reference other homework (current or previous semester) while working on homework although you may use any reasonable resource while studying.

- Homework must be hand written in pencil on the front side only of standard green engineering paper. Use the following format:

Name	Section #	Homework #
Problem #1: 2.11 Given: ... Required: ... Constants: ... Formulas: ... Solution: ...		

You do not need to list sections that are not relevant and you may want to add specific sections that help to clarify your work. Box your answers so that they are obvious for grading and review. *If specific units for answers are specified in the problem statement, you must use the correct units; if units are not specified then you should use the appropriately-scaled units in engineering notation.*