EE411 Course Policy Statement

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This is the first half of your Capstone sequence of your electrical engineering education.

There are several purposes of this course: to provide the student with practice in the design, implementation, analysis, and verification of performance of electrical engineering projects in a realistic project development laboratory situation; and to lay the foundation for the project that will be completed in EE414. The ultimate goal is successful completion of meaningful design projects in EE414. The design problems and associated labs in EE411 are chosen as vehicles to demonstrate the design process and give you practice in this process, in which verification of your design is a very important element.

Some of the things we do in this course will presume that you have retained knowledge and proficiencies from your previous courses. If you have not, it incumbent upon you to get yourself back up to speed or be prepared to suffer the consequences. Two examples come to mind: overall proper use of the oscilloscope and use of a current sampling resistor to monitor the current through a component (how is it used; where is it placed in a circuit; why it will burn up if used improperly).

Course work: You will ***be required*** to maintain a lab notebook. Between handouts, labs and your notes, you will find it pays to keep organized so that all of the material you will collect can be easily referenced. Each student should have a working calculator in class with them at all times. The use of calculators will be permitted for all labs, homework, quizzes and scheduled exams.

Homework: Homework and reading assignments will be completed prior to class. The problems assigned will be collected weekly and late homework *will not be accepted*. If you are going to miss class when homework is due, send your homework in with a classmate. Collaboration on (*but not blind copying of*) homework is not only allowed but encouraged. Since much of design (and the assigned homework problems are design oriented) involves tradeoffs and choices made by the designer, when collaboration is done, different tradeoffs should be made, which are in turn expected to result in slightly different results.

Quizzes/Exams: A quiz may be given at any time; either based on the homework due that day or on a previous day's in-class activities. All quizzes and exams require a calculator. Major exams are scheduled on the syllabus. Exams will be open book and will also cover material covered in lab. *Pencils must be used for all work, engineers use pencils.* If your work is illegible then it will receive no credit. All work on exams and quizzes will be your own, and be in accordance with USNAINST 1531.49 and USNAINST 1531.53. If you cannot take an exam for any reason, it is your responsibility, as well as in your own best interests, to inform me as far in advance as possible. It is your responsibility to schedule a time to make up a quiz or a lab.

Labs: The labs are an integral part of this course. Design is best taught through doing design. Much of your lab work will be related to your final project to include simulation and prototyping. Maintaining a proper record of your laboratory experience will provide you with excellent material for your design proposal and final write-up.

Grading: Labs and homework are graded on a 10-point basis. Labs, quizzes (yes we will have quizzes) and homework have a combined worth of 20% of your grade. The design project assignments are worth 40% as annotated below. The one mid-term exam is worth 15%. The final 25% of you grade will be based on your final project proposal and your progress at the end of the semester (input will be taken from your mentors). This includes the following rubrics which will be handed out separately:

Simple Problem Statement – 5%
Extended Problem Statement – 5%
Requirements Specification – 10%
System Design Architecture – 10%
The Project Plan – 10%

Presentation:
Project Proposal – The Engineering Design – 25%

I reserve the right to adjust your grade based on my perception of your effort in this class.

Extra Instruction (EI): EI is available nearly anytime we can agree on, although you can "drop by" if you are in the area and if I am not involved with a high priority task (like giving EI to one of your classmates) then I will make time for you. Come prepared.

My class schedule is:

Monday	2^{nd} & 4^{th} period
Wednesday	2^{nd} & 4^{th} period
Thursday	1^{st} thru 4^{th} periods (lab)

If you make an appointment and can't keep it, call and/or email and let me know.

email and the Internet: I rely heavily on email to get messages out. Make it a practice to check your email every night. I may inform you of a quiz that will be given, a change in the homework, etc.

Section Leader Duties: The Section Leader will be appointed by me and will be responsible for taking attendance for each class. At the start of the class the Section Leader will call the section to attention and report by name the individuals that are absent. She/he will also call the class to attention for dismissal at the end of the period and if the Section leader is absent, the ably and randomly appointed assistant will assume her/his responsibilities.
In the unlikely event that I am late for class (in excess of 10 minutes), the section leader shall contact the EE office (3-6150) to inquire about my whereabouts and instruct the class to do work, there will be plenty of it. If my absence is verified and no substitute is available, the section leader will monitor the class in a study period, collect any homework due for that period and deliver the homework to the EE Dept office at the end of the period. The Section Leader is also responsible for mustering the class during emergencies, fire drills, etc and reporting the status to me.

Finally, proper classroom decorum will be maintained at all times, as per USNA policy. Arriving to class on time and ready to learn is not negotiable. Late arrivals will be marked as such. Sleeping is not allowed and I will wake you up. I would rather you stood up and stayed awake in the back of the room than fall asleep sitting at your desk. If you cannot make it to lecture or lab, I expect an email ahead of time letting me know why. *All graded work is due on time whether you are in class or not.*