

INTRODUCTION TO ENGINEERING ELECTRONICS

COURSE NUMBER ENGR 1310

INSTRUCTOR – Prof. K. A. Connor, Chair, ECSE Department

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Lecture - Monday, DCC 318, 4:00 – 4:50 pm

Lab - JEC 5107

Lab Hours:

Tuesday	10 am – 11:50 am, section 1 TAs: Andreas Weiss, Vyjayanthi Prasad weissa2@rpi.edu , prasav2@rpi.edu
	12 pm - 1:50 pm, section 2 TAs: Peter Cheung, Vinson Wong zhangj4@rpi.edu , wongv@rpi.edu
	2 pm - 3:50 pm, section 3 TAs: Peter Cheung, Vinson Wong zhangj4@rpi.edu , wongv@rpi.edu
Wednesday	10 am - 11:50 pm, section 4 TAs: Andreas Weiss, Scott Shank weissa2@rpi.edu , shanks@rpi.edu
	12 pm – 1:50 pm, section 5 TAs: Vyjayanthi Prasad, Chris Koharski prasav2@rpi.edu , koharc@rpi.edu
	4 pm - 5:50 pm, section 6 TAs: Jon Bright, John Crawford brighj@rpi.edu , crawfj@rpi.edu ,

Thursday 10 am - 11:50 pm, section 7
 TAs: Andreas Weiss, Jon Bright
 weissa2@rpi.edu, brighj@rpi.edu
 12 pm - 1:50 pm, section 8
 TAs: Andreas Weiss, Vyjayanthi Prasad
 weissa2@rpi.edu, prasav2@rpi.edu
 2 pm – 3:50 pm, section 9
 TAs: Vyjayanthi Prasad, John Crawford
 prasav2@rpi.edu, crawfj@rpi.edu

REQUIREMENTS TO PASS IEE

1. ALL LECTURES ARE MANDATORY. You are required to attend lectures. Attendance will be taken one or two times during each lecture. Anyone whose name is not on an attendance sheet will be assessed one unexcused absence. Laptops are not required or necessary for this class. Please do not use your laptops during this class unless specifically requested to do so. Only two unexcused absences from lecture are permitted.

2. ALL LABS ARE MANDATORY. There are 10 workstations in the lab and only 2 people are allowed to work at a bench. At the beginning of each lab each student is to pick up an answer sheet that will be filled out during the course of the laboratory exercise. Make sure to fill out all the student identification information at the top of each page. The TAs will be monitoring for good effort on your part in order for you to get credit for having performed the lab. Anyone who sits back and lets their partner do the bulk of the work will not have their lab sheet accepted and they will have to repeat the lab at another time. Students with previous electronics experience are encouraged to help their partner do at least half of the work for each lab.

 There is a late arrival policy for this lab. You will have until 10 minutes after the lab starts to be considered on time. After this time you may not be admitted. You will then have to make up the lab. Exceptions to follow.

EXCEPTIONS

1. **ATTENDING LECTURE.** During the course of the semester situations will no doubt occur that will interfere with attending lecture. All students are allowed to have two unexcused absences. If you are not able to attend lecture and you wish to be excused you are required to inform Prof. Connor a minimum of 24 hours in advanced via e-mail. You also must provide written proof of the reason for your absence. Examples may include, but are not limited to, a note from the Dean of Students Office confirming your absence, a note from a coach due to an athletic event conflict, a note from the Career Development Center or a schedule showing you were in a job interview, a note from Health Services showing illness. An emergency may occur that will preclude you from informing Prof. Connor about your absence. Contact him as soon as you can, providing him with sufficient detail and a note from the appropriate administrative office confirming your absence. There may be a time when you have to leave early before attendance is taken, i.e., a job interview. As long as you give advanced notice and written proof of why you are leaving, this is an excused absence. If you have more than two unexcused absences during the semester, you will not get credit for this course.

2. **LABS.** If you miss a lab you may either attend another session with the permission of the TA to make up your missed work, if there is room, or wait until the last weeks of the semester after the last lab is scheduled. If all the workstations are being used you may not make up your lab at that time. If you know ahead of time that you will be late to lab, please e-mail the TA in your lab section a minimum of 24 hours before the lab begins so that they will allow you to enter. Make sure to bring written proof of why you are late. If you miss any labs you will not get credit for this course.

SUMMARY

IN ORDER TO PASS INTRODUCTION TO ENGINEERING ELECTRONICS YOU MUST:

1. **ATTEND ALL THE LECTURES.**
2. **PERFORM ALL THE LABORATORY EXCERCISES.**

ACKNOWLEDGEMENT OF IEE RULES AND REGULATIONS
SPRING 2002

1. I understand that all lectures are mandatory. I am allowed two unexcused absences and will still be able to pass the course. It is my responsibility to notify the instructor a minimum of 24 hours before class if I will not be able to attend the lecture. I am responsible to provide written proof of my absence confirmed by a representative of RPI, i.e., Dean of Students Office, a coach, the health office, etc. I may leave early from lecture with proper notification and documentation. If I incur more than two unexcused absences I will be assigned a grade of U.

2. I am responsible to perform the lab exercise to the best of my ability. I am responsible to make up any missed labs. I understand that I must be to lab on time unless I notify the TA ahead of time of a conflict. Any action on my part that deliberately damages the equipment in the lab will result in my being dropped from the course, and disciplinary action by the Dean of Students Office. If I miss any labs I will be assigned a grade of U.

Date _____

Name _____

signed

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