Electronic Instrumentation					
Name	ENGR-4300	Fall 2000	Section		

Practical Quizzes General Rules, Guidelines and Advice

The purpose of the practical quizzes is to test the practical knowledge of every student in the class. All the tasks that make up these quizzes are found in at least one of the experiments or projects that are to be completed by each group. If each group has made sure that every one of their members has gotten some experience with the various practical tasks encountered in this course, these quizzes should be relatively easy to complete in a short time.

Preparing for the Quizzes: Read the quiz statements carefully. All quizzes will be posted in the syllabus web page well before they are due. Thus, there is no good reason to attempt any quiz blindly. Discuss the quizzes with your group, your TAs, your instructor and anyone else who might know something about the subject. Decide how you will approach the quiz before attempting it.

Key Tasks: Listed at the top of each practical quiz are the specific tasks the quiz is designed to address. Be sure that you understand the nature of these tasks, since that will help guide you as you decide how to approach the quiz.

Grading: The quizzes must be completed correctly to obtain credit. Usually, each student has three tries to complete each quiz. After that, the amount of credit given for completing the quiz is up to the TA or instructor in attendance. It is extremely rare for any student to be unable to complete any of the quizzes.

Completion of the Quizzes: When you think you have successfully completed the tasks of the quiz, show your results to the TA or instructor in attendance. To properly assess your work, they must look over the hardware and/or software setup you have used. Thus, DO NOT PUT ANY EQUIPMENT AWAY OR CLOSE ANY PROGRAM UNTIL YOU HAVE BEEN GIVEN CREDIT FOR THE QUIZ. Once the TA or instructor has verified that you have completed all of the required tasks, they will sign your quiz sheet and file it so that your grade will be properly recorded. While we have never lost a quiz, it is probably a good idea if you keep a record of when you passed each test and which TA or instructor was there to sign your quiz sheet.

Quiz Number	Date Completed	TA/Instructor	