

Discussion/Lab Section Policy

Physics 7B, Spring 2018

- 1. You are required to attend all discussion meetings during the first two weeks of instruction (1/16-1/26)**, including those that meet before your first lecture. **Remember to sign in on the attendance sheet.** If you intend to switch sections (see #2) and attend a section you are not initially enrolled in, you should still print your name and sign on the attendance sheet.
- 2. If you wish to switch sections, it must be officially done through CalCentral by Friday 1/26.** If there is no available spot on CalCentral, you can use the “Discussions” tab on bCourses to find a student to swap with: put your request in the subject line – “From Section xxx to Section yyy” - and give your email address. If you find a match, make sure each of you simultaneously drops your initial Lec/Dis/Lab section on CalCentral and immediately signs up for the other one. In case of an occasional scheduling conflict, you could audit another GSI’s discussion provided that you have that GSI’s consent and the number of people in the room is below 25.
- Even though there will not be a lab every week, **each section will meet twice a week.** **If there is no scheduled lab, both meetings will be discussions.**
- Unless specified otherwise by your GSI, **the quizzes will be given in discussion section on weeks 2, 5, 7, 9, and 12.** Each quiz is graded out of 5, and quizzes weigh 7% of the total course grade.
- Discussion section attendance is not mandatory (except for the first two weeks), but is strongly encouraged.
- Lab section attendance is mandatory.** You will receive a zero for any unexcused lab absence and no lab score will be dropped. **You will NOT PASS the course if you have more than 1 unexcused absence.**
- Make-up lab policy:**
 - Email your GSI **before** your lab section if you know you cannot do the lab at the regular time, unless you have a last-minute emergency.
 - If you know in advance that you will have to miss a lab, remember to do your make-up lab beforehand in a different lab section.
 - If you cannot do the make-up lab the same week, we still have one setup for the lab the next week. However, you will have to do it in another section by yourself, instead of working with a group as usual.
 - For any make-up lab, email the GSI of the section you would like to get into to get his/her permission,** and ask him/her to **sign your lab report** when you finish it. **Turn in your lab report to your GSI for grading and entering the score on bCourses.**
 - If you have an unavoidable conflict such that you cannot do the lab at all, **any requests to waive the lab must be approved by the professor.** GSIs have no authority to excuse you from the lab.
- If you are significantly late in the lab section, (more than 30 minutes), you will get a **50% point deduction** for that lab.
- Each lab is graded out of 5. Labs weigh 7% of the total course grade.