

# Syllabus - Classroom Attendance and Etiquette

- Looking at the attendance, let us first look at how this would be calculated.
- The semester began this fall, August 22 through December 9, 2016 for a total of 16 weeks
- Say classes are held on Tuesday nights, no Holidays will need to be calculated.  $16 \times .95 = 15.2$ , so there can be one excused absence.

# Classroom Attendance and Etiquette

- Also an FX can be assigned as a grade for excessive absences. The instructor can determine this, and it is listed in the student handbook.
- Normally, when I conducted class I would give the student five days to make up a test.

# Classroom Attendance and Etiquette

- The instructor should communicate classroom etiquette on the first day, along with all other expectations.
- Classroom Etiquette: Review student handbook; pay special attention to safety issues. \*\*Electronic devices must be stored away on person or in your backpack. No cell phone use during class. Put phone on silent as well as vibrate on silent.

# Classroom Attendance and Etiquette

- No texting during class. Cell phones cannot be used for your calculator. Laptops and phones can be used if material pertains to subject matter. No playing of music in class or labs. No laptops or phones used during quiz or test's. If you are found using one of these items, I will pick up your paper and you will receive a grade of "0".