

GENERAL PROCEDURES

Advanced Placement Physics - Mr. Paterson

Preparation for Class

- Bring notebooks a pen or pencil.
- Calculators are available in the classroom. You will be assigned a calculator number. This will be the calculator you use the entire year. You are responsible for returning it to the calculator holder at the end of class.
- Remember – calculators are not allowed on the multiple-choice portion of the AP B or C Physics exams.
- It is not necessary to bring your text to class, as there will be a permanent set retained in the classroom (**do not** take the classroom text home).
- Retain all handouts (notes, formulas, chapter summaries) in your notebook for future reference. A 3-ring binder is suggested to keep your materials organized. If you lose your copy it is your responsibility to have it copied. Extra sets will not be available.
- I will be handing out and assigning many handouts specific to the AP Exam – a separate 3-ring binder is suggested for this purpose and can be left at home most of the time.

Homework

- Homework will be handled through the WebAssign internet-based assignment system.
- Due dates for homework assignments will be posted through WebAssign. No submissions will be allowed beyond the due date. You should maintain a notebook with your work to the homework questions (largely for your benefit). You may be asked to present this notebook as part of your grade. Homework with answers only will not receive credit. No work - no credit.
- Incomplete homework will receive a zero. If you do not understand a question or cannot get an answer you still must attempt it and write down what part you do not understand.
- All missed assignments are due within the time period you were absent. For example if you were absent one day, you are to return the missing assignment one day after your return. If you are absent two days, you have two days to make up missing work. If there are special problems associated with your absence please make an appointment to discuss this privately.

Lab and Lab Reports

- You are to prepare for lab activities as assigned. You are expected to have an understanding of the lab prior to coming to class. You must be prepared to participate or receive a grade of zero for the lab assignment.
- You are expected to collect your laboratory data in standard notebook. While this notebook will not be graded, you are expected to keep the data in a neat and orderly manner. All members of the Lab group must initial data collected during any experiment. This avoids any misunderstanding with regard to the accuracy of the data used by the group.
- Lab partners are responsible to each other for lab data and explanation in the event of absence. If your lab partner's data and explanation is insufficient for your understanding after school lab help and make up is available.
- Labs not handed in will be given a zero as a lab grade with no opportunity for makeup.
- I will assign lab partners. Reassignment is at my discretion and may be based on the performance of the group.
- While you may work together with a partner(s) to complete the collection of data, unless otherwise instructed, the lab report is to be an **individual effort**. It is not acceptable to work on the actual lab report together. Plagiarism or unacceptable collaboration (of a lab report or any other submitted work) will be handled accordingly. Any instance of identical work being turned in will result in an automatic zero and referral to the Review and Verification Committee.
- Lab reports should be single-spaced typed using a common word processing program (such as Microsoft Word). Any handwritten additions (equations, graphs) must be clearly handwritten using a straightedge for making lines. If you do not have access to a computer at home they are available for use in the school and public libraries. See me if you have an extenuating circumstance.

Quizzes and Tests

- Quizzes will be given on an announced and unannounced basis.
- Quizzes must be made up if you are absent. Make up quizzes will be equivalent in content as the original quiz but may not have identical questions.
- There will be one exam per marking period. These exams will be modeled after the AP Exams.

Grading

- Your marking period grade will be determined by using a cumulative point system.
 - o The approximate breakdown (subject to change) of grades is as follows:

	Exam	Homework	Lab Reporting	Projects
MP1	60%	30%	10%	0%
MP2	60%	30%	10%	0%
MP3	60%	30%	10%	0%
MP4	50%	0%	0%	50%

- The points will be calculated into percentages and transferred to letter grades as found in your student handbook.
- Your grades are maintained on a computer program so "real time" information is available. I will be happy to review your grade with you after class or after school. I will not review grades during or prior to the start of class. All graded material will be kept in the classroom in an accessible file. This results in quick resolution of any questions or problems.

Make up Laboratories

- Given the active calendar for Seniors the probability of missing a laboratory is extremely high. Make up labs pose a problem in regard to availability of shared equipment, computer room availability and the weather (some labs are conducted outside). I will make every effort to arrange for make up labs where possible however if logistics is a problem I will assign an **original research project on the same subject** in place of a make up lab. It is therefore extremely important that you **make every attempt to** be present when labs are conducted and if you are absent make an effort to make up the lab when the equipment is available.

General Classroom Expectations

- Physics is an interesting and challenging science involving many "real life", practical situations. **Respect** and **effective use of time** are the key words. We are in this classroom together to learn new concepts and ideas. Lack of respect for each other and the inefficient use of time will prevent us from having an enjoyable experience together. My role is to help you succeed and have a productive year. We are in this classroom together to learn new concepts and ideas. We have limited time and must use all time available productively.
- Arrive on time ready to get the lesson underway. The AP class begins at 7:41 am. Habitual lateness may result in removal from the class and loss of credit. Please plan accordingly to make it to class on time.

FOLLOW THE HIGH SCHOOL POLICIES! Refer to your student handbook.

- NO FOOD OR DRINK IN CLASS. Any food or drink will be placed in the garbage can.
- NO CELL PHONES. Cell phones must be off and away before you walk through the classroom door. It is not acceptable to be using the phone while entering the class, even if the period has not begun. Interruption during class by a cell phone will result in confiscation of the phone and referral to the main office. Adult behavior and self control is expected.

- NO ELECTRONIC DEVICES. This includes (but is not limited to) portable music and gaming equipment, cameras, camcorders, etc.
- Be alert and attentive to activities (laying your head down on the desk to catch up on needed zzz's will result in a trip to the nurse).
- Take care of your personal needs outside of class time. I will provide Kleenex, Band-Aids and soap.
- Visit the restroom on the way to class. The restrooms are located less than 25 yards away. Passes to the restroom are available during class, but it should not become a daily routine for you to miss class time for a restroom break.
- If you need to leave the classroom it is your responsibility to take a hall pass.
- Raise your hand for permission before speaking. Give whoever is speaking your attention.
- No side conversations during class.
- Only appropriate behavior and language is permitted using respectful and polite forms of speech and writing. I will not tolerate physical or verbal abuse or aggression.
- Work productively with your lab partners.
- Provide full cooperation in the event of a substitute. Your behavior with a substitute is a reflection both on you, myself, and our class as a whole.
 - Discipline problems will be forwarded to the principal's office.
 - The assignment of detention will be used when appropriate.
- Fire Drills: Keep Calm, exit quietly according to the map in the front of the room. Stay with the class at the designated area outside.
- Extra help: Ask when you need assistance. I am committed to seeing that everybody succeeds. If you find yourself in difficulty let me know and I will help you get back on track outside of class time. Extra help will be available before and after school. You must make an appointment for extra help so that I can be sure to meet you at a scheduled time. You must be prepared for your help session with specific questions. This is not a tutoring session.
- Special needs: Please advise me of any special needs that you may have and I will do my best to accommodate your situation. Please take care of your own needs properly. This includes bringing eyeglasses to class if you require them and attending to your personal grooming outside of the classroom.
- Keep up to date with assignments and apply yourself to the daily activities. You will succeed if you are prepared to work.

I am looking forward to all that we can accomplish this year and sincerely hope that you feel the same way. I am committed to your success and the establishment of a productive environment in our class. The AP Program is both very challenging and rewarding. Not only should this class assist you in getting college credit for your efforts, but it should also help prepare you for the very different pace and atmosphere of the college curriculum.