

CSCI 210 laboratory policies

Welcome to the CSCI 210 laboratory! In these labs, you will get to practice, master, and apply the concepts taught in class. I hope you find them useful, fun, and — most of all — challenging!

Attitude

These labs are meant to give you the opportunity to practice and learn. Don't regard them as hurdles for you to jump over; they are friendly exercise for later hurdles (i.e., class tests and later computer science classes).

What this means is that you shouldn't rush through the labs: Instead, try to milk all you can out of them. It's not a race, and we'll be happy to help you understand.

Feel free to ask any questions during class, even if the question is not directly relevant to completing the laboratory assignment.

Attendance

Attendance at labs is required, for the full scheduled period. During this time, you must work on lab material.

If you complete the technical aspects of the lab early, you should contact the instructor or TA, who must verify that you have completed the lab before you leave. You need not complete the final, polished report during the lab (though it will still be due the following week).

There will be a penalty applied for lateness according to the following schedule. (Usually, for bookkeeping purposes, the penalty applies to the report due that day)

up to 5 minutes	no points
5 to 15 minutes	1 point
15 to 25 minutes	2 points
25 to 35 minutes	3 points
each ten minutes thereafter	an additional point
lab missed entirely	17 points

The clock I choose for timing this is final. You are not considered present until your lab report is submitted, you have begun work on the current lab, and I recognize your presence.

Note that, if you miss a lab entirely and your lab report was not submitted previously, you will incur both the attendance penalty and the late-submission penalty.

They may be some labs requiring equipment not available outside the scheduled time; for such a lab, you will earn a 0 if you do not attend.

Lab reports

Each lab is worth 25 points.

For all labs, you are responsible for completing the entire lab, regardless of what you complete during the scheduled time. Each lab reports will be a polished document describing your labwork, including an introduction outlining what you hoped to gain from the lab, a body containing your answers, and a conclusion describing what you did, what you learned, and what needs additional work.

Lab reports are due at the scheduled start time of the lab session following its assignment. (There may be exceptions for particular labs.) You will receive a 6-point penalty for each day the lab is submitted late.

Make-ups and extensions

If you cannot attend a lab session, or if you require a deadline extension, you must have the instructor's permission at least 24 hours before the fact. (Dire emergencies usually constitute an exception.) When I agree that you cannot reasonably avoid the absence, I will usually allow you to complete the lab on your own, without any change in the due date. I may require some documentation of your reason.

Extensions are generally not permissible except for major catastrophes. If you have a planned absence, then you can complete the lab early.

Groupwork

Unless the lab says otherwise, you may complete each lab with one partner, and you should complete a lab report together. You may not work with the same partner for more than six (6) laboratories.

Outside this allowed groupwork, do not work with other classmates beyond this, except to gain help of a very general nature. If you're talking about the specifics of the assignment, it's too much. Note that any semblance between two students' lab solutions is considered evidence of cheating and falls under the colleges' academic dishonesty rules.

You are, of course, always welcome to get help from TAs and the instructor.