Policies

Class Attendance

- Please note that lecture slides are to complement the lectures, not to replace them.
- However, attendance is not mandatory and will not be recorded.

Examinations

- Make-up exams will not be given except in fully documented cases of medical or other emergencies. Please make sure you can attend all the exams as scheduled.

Late Submissions

- All scheduled due dates/times are IOC time (US Central Time).
- Due date/time will be strictly enforced. The staff may collect the submissions some time after they are due-- no work will be accepted after this collection. In other words, please do not take chance to submit late work.
- Missing work gets zero credit. If you are unable to complete an assignment due to illness or family emergency, we will understand but please see the instructor as soon as possible to make special arrangements. All such exceptional cases must be fully documented.

Academic Integrity

- All course work that you submit must be efforts of your own (if it is an individual assignment) or of your approved team (if it is a group assignment).
- Discussions on readings and assignments are strongly encouraged. However, such collaboration should be limited to general strategies and ideas, but not specific solutions. As a general rule, your submitted work should represent identifiable efforts and originality of you or your approved team.
- Violation of academic integrity will result in a failing grade for the class.