

Teaching team: Evan “Dr.V.” Variano, Lukas Winkler-Prins, and an anonymous grader.

Course website: Bcourses will be used to post all relevant course information. This includes assignments and an updated listing of office hours (office hours evolve over time).

Lab sessions: GSI will present examples, answer questions, and discuss the lab assignments M,Tu, W 5-6pm and W 4-5pm in 212 O’Brien. You will also need to work on the lab experiments on your own time.

Lab experiments: Lab experiments can be done in 110 O’Brien Hall at any time. The building is unlocked Monday-Friday 8am-6pm. The door code to room 110 is 233100. Please do not share it with anyone outside CE100. You will work on experiments with a 3-person experiment team chosen by you. Your team will submit a single laboratory report, and every member of the team will receive the same grade. Laboratory reports must be handed in according to the same rules as homework assignments.

Assignments: Assignments are **due in class at 10:10 am**. Late homework receives no credit (so that you do not need to choose between attending class and finishing your homework). Late lab assignments lose 10 percent of the possible points for every day (or fraction of a day) they are late. You can always hand in work under Dr.V’s office door in advance, even several days early, and up to **9:45 am** on the due date.

Lowest grade dropped: Because we all have to balance many different responsibilities, your lowest homework grade will be dropped, so that you can let other priorities overshadow your fluids work sometimes without being penalized. If you need further “relief” from class obligations, meet with an academic advisor to discuss options.

Communication: Email is for dealing with private personal matters. For example, if an ongoing health or family concern is going to interfere with your assignments, email Dr.V. to set up a private meeting. Questions about class should be asked during class, office hours, or in the forums on Bcourses. This helps other students learn from your questions.

Exams: There will be 2 in-class exams and a final exam. Material in the exams will be drawn from lectures, labs and homework. For in-class exams, you can bring 1 piece of paper (letter or A4 size) handwritten on both sides with notes. For the final exam, you can bring 2 pieces of paper (letter or A4 size) handwritten on both sides with notes. On all exams, necessary data tables will be provided, including values such as the density of water, the moments of geometric objects, drag tables, the Moody diagram, or obscure unit conversions. You can bring snacks and headphones with music, as long as neither is distracting to your neighbors. You can take bathroom breaks without permission. You do not have to stay for the full time, but no one is allowed to leave in the last 15 minutes of the exam. This policy allows the room to stay quiet at the end. You will need a calculator. You will use it to do basic operations like addition and multiplication. Graphing calculators are not needed, but you can use them if you want. Their extra capabilities will not help you. Your calculator should not be able to store notes, display PDF files, or connect to the internet.

The most important thing on this syllabus: Learning is a difficult experience, and the stress we feel when we don’t understand something can lead us to criticize others (like our study groups) too harshly. Similarly, people often criticize themselves too harshly. As your professor, my opinion is that you will have a great life regardless of whether you understand fluids. Understanding fluids can help you be a better engineer, but it is not worth beating yourself up over. If you are beating yourself up over fluids, or anything else, I encourage you to call 510-642-9494 to speak with the people at counseling & psychological services. They will provide some personalized and expertly-informed help (at first over the phone, and then in person) to get you back to feeling great, and the service is free to all students, regardless of your health care plan. If you or someone you know is in a total emergency, call the Alameda County Crisis hotline: 800-309-2131.

Rights: You, your fellow students, and the instructors have the right to be treated fairly and with respect at all times.

Collaboration: Learn from each other! The most valuable part of your education may be the network of people you meet. Find a study group, and if things get tense, try not to blame each other – learning is tough.

Grading: Assignments/exams will be weighted as follows:

| | | | |
|----------|-----|-------------|-----|
| Homework | 15% | Lab Reports | 25% |
| Exam 1 | 10% | Final Exam | 35% |
| Exam 2 | 15% | | |

Everyone can get an A. Thus you are not in competition with your classmates.

An A signifies complete understanding of the material, and the ability to apply it to problems beyond those that are simple variations of those worked in class.

Some homework questions will not be graded. When a question is graded, we will use this 5-point scale:

| Score | Meaning |
|----------|--|
| 5 points | Perfect solution |
| 4 points | Minor error |
| 3 points | Major error or multiple minor errors |
| 2 point | Missing the central idea of the question |
| 1 point | Wrote down some relevant notes OR handwriting is too difficult to read |
| 0 points | No answer given OR no justification given for the answer |

For simple questions, the set of possible grades is {5, 3, 1, 0}.

Grades will be assigned at the end of class, and may be adjusted for fairness by the principles: (1) Students with very similar performance should receive the same grade (2) Grades should reflect overall mastery of the material, not the details of an assignment. If no adjustments are made, grades will be:

| | | | | | | | | | | |
|------|-----|-----|-----|-------|-----|-----|-----|-------|-----|-----|
| 100% | 98% | 95% | 92% | 90% | 88% | 85% | 82% | 80% | 78% | 75% |
| A+ | A+ | A | A- | A-/B+ | B+ | B | B- | B-/C+ | C+ | C |

Note that when Berkeley assigns a 3.0 to a grade of B, they are not implying that B = 75%.

Regrade policy: Grades are not “up for negotiation.” This policy is to maintain fairness. Without this policy, the best negotiator would get the best grade! To correct a clear error (e.g. improperly added points) attach a cover sheet to the front of the assignment and write a clear note on the cover sheet explaining the error. Hand this in with any exam.

Prepare your own written work: Even if you sat and talked with a friend to understand how to do a problem, and worked it together on a chalkboard, your homework should not look identical to theirs. To show your personal understanding, use your own words to describe each step, and make your own choices about what steps to show and what steps to skip.

Zero credit for plagiarism: If your work is not your own, your entire assignment will be given zero credit. If two or more students submit written work that is identical, the entire assignment will be given zero credit for all students involved. The same policy applies to exams. Copying on an assignment or an exam may also result in referral to Student Judicial Affairs. We will adhere to the policies described in the Report of the Academic Dishonesty and Plagiarism Subcommittee, June 18, 2004.

Computing: Some homework and labs might be easier if you use Python, R, or Matlab. Matlab is available on the computers in Davis Hall 345, 118 McLaughlin Hall, and B4 Evans Hall (for access, see <http://www.ce.berkeley.edu/resources/computing/account>). A good way to refresh your Matlab skills is by working through the tutorials, or working with a friend who knows it well.

Reading: Most people learn best when they see material presented several times, in different ways. Because of this, lectures and professor’s notes will be overlapping views of the same material. Review your notes after class, find a textbook and read corresponding sections, and read the professor’s notes. Experiment with these to see which works best for you.