

Course Policies

Attendance

Regular attendance and participation in this class is the best way to grasp the concepts and principles being discussed. However, in the event that a class must be missed due to an illness, the policy in this class is as follows:

1. For every medically necessary absence from class (lecture, recitation, or lab), a reasonable effort should be made to notify the instructor in advance of the class. When returning to class, students must bring a note identifying the date of and reason for the absence, and acknowledging that the information in the note is accurate.
2. If a student is absent more than 3 time(s), the instructor may require documentation signed by a health care professional.
3. If a student is absent on days when tests are scheduled or papers are due *[or other such events as specified in the syllabus]* he or she is required to notify the instructor in advance, and upon returning to class, bring documentation of the illness, signed by a health care professional.

Missed/Late Assignments

Students are expected to turn in all assignments, journals, papers and projects at the beginning of the class on the date due or it will be considered late. If you plan to miss a class, it is your responsibility to turn in the assignment before the class in person (i.e., during office hours or an alternate arranged time). There will be a 10% point deduction from the assignment for each day it is late.

Academic Integrity

The University of Maryland has a nationally recognized Honor Code, administered by the Student Honor Council. This code sets standards for academic integrity for all undergraduate and graduate students, and you are responsible for upholding these standards in this course. It is very important for you to be aware of the consequences for cheating, fabrication, facilitation, and plagiarism. For more information visit: <http://www.shc.umd.edu>.

Students who engage in academic dishonesty in this course will receive no points for the assignment, and will be reported to the Office of Student Conduct for further action. *There will be no warnings. Remember, it is never worth it!*

Religious Observances

Absence due to religious observance will not be penalized. However, it is the student's responsibility to notify the instructors within the first weeks of class regarding any absence(s) for the entire semester.

Persons With Disabilities

Students with a documented disability should inform the instructors as soon as possible if academic accommodations are needed. Accommodations for individuals with disabilities can be arranged through the Disability Support Service (DSS), a division of the University Counseling Center. Please call 301.314.7682, e-mail dissup@umd.edu, or visit Shoemaker Building for more information.

Multicultural Statement

The instructors of this course are committed to creating an open and accepting environment in which diversity, opinions, unique perspectives, and others' worldviews are respected.

Special Accommodations

Any student with special needs or circumstances (work conflicts with outside activities, personal issues, etc.) should feel free to meet with the course instructors during office hours to discuss accommodations and/or special circumstances.

Evaluation Process

A total of 1000 points will be allocated as follows:

Coursework	Maximum Points	Due date
First Look Fair	75 points	By 4pm 9.24.14
Journal Entry #1	75 points	By 4pm 9.24.14
Journal Entry #2	75 points	By 4pm 11.12.14
Kolb Inventory	125 points	Take inventory by 10.15.14 Turn in paper by 10.22.14
Group Project & Presentation	200 points	11.19.14 in class
Engagement Log: Service Outreach event	100 points	By 4pm 12.8.14
Engagement Log: Academic event	75 points	By 4pm 12.8.14
Engagement Log: Social event	75 points	By 4pm 12.8.14
Overall Class Participation/ Professionalism	200 points	
TOTAL POINTS POSSIBLE	1000 points	

Grading Scale

In order to pass this class, all assignments must be completed. *Please note that in this session of ENES115, no plus or minus grades will be given.*

The following grading scale will be used:

900 – >1000	A
800 – 899	B
700 – 799	C
600 – 699	D
<599	F

Evaluation Criteria

First Look Fair

Involvement in student organizations is an important aspect of being a well-rounded UMD student. You are to attend the First Look Fair, which will be held **September 18th and 19th from 10am to 3pm**. Visit at least three student organizations that are of interest, record the name of the organization and the organization contact information. Turn in your list of three student organizations via Canvas as a word document by the due date for the assignment.

Journal Entries

Journals are an expression of your feelings and reactions to academic and social experiences. You will be required to submit two journal entries electronically on Canvas. Each journal is due by 4pm on Wednesdays, and specific topics will be posted on Canvas the week before they are due. Length: approximately two pages double-spaced. Margins should not be adjusted and should be no more than 1 inch of the page.

Kolb Inventory

The Kolb Inventory will characterize your learning style and is an assessment taken before class. 50 points for taking the assessment prior to class on Week 7. 75 points for the write-up, which is due prior to class on Week 8. You will write a 2-page double-spaced paper on the following: discuss your results and interpretation of the results. How might your learning style affect how you learn in school? How might your learning style impact your future career? Include the following in your reflection: which are of engineering are you interested in and why? Based on what you know about yourself, describe your idea job. Are you planning to continue your education after your bachelor's degree? Why or why not? What opportunities can you take advantage of in the Clark School to help you achieve your goals? What obstacles might you face in reaching your goals and how can you prepare yourself to deal with these obstacles?

Group Project & Presentation

The group project will be to visit one UMD Engineering laboratory. This project should give you the opportunity to explore research that is happening on campus. Group members will visit the lab together and afterwards respond to various questions about the lab, its research, the role undergraduates can play in it, how it relates to the major/discipline(s), and more. Specific details will be provided during the semester on September 24th. Students will work together to create a brief presentation designed to educate the rest of the class on the lab they visited. This project will be worth 200 points total and the same grade will be earned by each group member. Group members are responsible for working together to evenly distribute the workload. Lab visits will occur during the October 22nd class period, so attendance by each group member is required. Students that do not visit the lab will not earn full credit for the project.

Engagement Log

The Engagement Logs are part of your 'beyond the classroom' experience necessary to develop well-rounded engineering students. You are required to complete at least one activity from each of the sections on the Engagement Log: Academic, Service, and Social. The log can be found on Canvas.

Overall Class Participation/Professionalism

This course will be interactive, combining lecture, reading, discussion, and activities. Please come prepared to each class. Active participation is highly valued. Discussions of your personal experiences and opinions are important. Participation also includes attending class; excessive absences will result in points being deducted. You are encouraged to make suggestions about your needs as a first-year student, and to share ideas that you believe may make the class more conducive to your learning style. There will be periodic evaluations of the class content and you are strongly encouraged to comment honestly.

Professionalism entails coming to class on time, being attentive in class, completing individual assignments, and being respectful of your instructor, guest speakers and class members. Treating others with respect includes respecting diverse opinions, paying attention, listening when others are speaking, and allowing everyone a chance to voice opinions and comments. Confidentiality is expected as personal experiences and opinions will often be shared.

Course Schedule

Please note that this schedule is tentative and the instructor may alter it as needed. Any changes will be announced in class or via Canvas. Please check your email at least once a day!

Week	Date	Topic	Assignment (Due before class)
1	9/3	Syllabus Overview, Community Expectations, Community Building and Entrance Survey	
2	9/10	<i>Practice with Autodesk Inventor</i> <i>**Meet in alternate room, according to last name:</i> A-L: 2111 Kim Bldg M-Z: 0312 Martin Hall	
3	9/17	Community Building Getting involved/student panel	
4	9/24	Community Building <i>Circuits</i> *Introduction & Explanation of Common Ground You IDs *Introduce Group Project	First Look Fair Assignment Journal Entry #1
5	10/1	Common Ground YouIDs	
6	10/8	Community Building True Colors *Kolb Inventory Exercise Distributed	
7	10/15	Community Building Working in teams, Kolb inventory	Take Kolb Inventory – bring results to class
8	10/22	Group Project Visits	Kolb Inventory Paper
9	10/29	Academic Skills (time management, talking to professors, giving a technical presentation, honor code)	
10	11/5	Building your own Board of Directors Sustainability in Engineering	
11	11/12	Networking Panel	Journal Entry #2
12	11/19	Group Project Presentations	Group Project
13	11/26	No Class- Happy Thanksgiving! ☺	
14	12/3	Closing, Course Evaluations	
15	12/10	Optional ENES102 Review Session: BY RSVP	Engagement Log