

TESTS AND MAKE-UP TESTS

Tests and Study Guides:

- There will be four tests. Consult the Weekly Assignment Schedule for the test dates. Each test will consist of twenty-five multiple-choice questions, drawn from the lectures and the textbook. Each question will be worth two points. There will also be an essay question on each test, which will be worth fifty points.
- Each test will receive a numerical score; at the end of the course I will average those scores together. The grading scale I will use can be found separately on this website.
- Study guides for each test can be found on this website. There will be no questions on any test that are not derived from material included on the study guides.
- I do not give pop quizzes.

Make-Up Tests:

- If for any reason you cannot take a test on the day indicated on the Course Schedule attached to this syllabus, you may take a make-up. I will give all make-up tests at the end of the semester, on the date indicated on the Weekly Assignment Schedule.

Incompletes:

- I do not grant incompletes except in cases of call-up for active military duty or when a student is admitted to a hospital, or disabled, as a result of injury or illness, and consequently is unable to finish the course. In both cases, I must require documentary proof before granting the incomplete.

Extra-Credit Work:

- I do not give extra-credit work.