

**Unit 1 Activity: About ILP**

Name: \_\_\_\_\_

Instructor: \_\_\_\_\_

Due Date: \_\_\_\_\_

**\*\*Do not hesitate to ask for answers from the ILP staff in the lab or your instructor.**

**Write your answers on the right column: >>> >>> >>> >>> ANSWER COLUMN**

**Class Information:**

Times and days of my class meeting times:	
How to reach my instructor outside of class:	
Total number of points for attendance & participation:	
If you miss more than ____ hours of class, you can be dropped from the course.	

**Homework Information**

First homework check is due on what date and time?	
First homework check covers sections:	
Homework is worth ____ points if not all required sections are completed to 85%	

**Quiz Information**

Where do you take your quizzes?	
Prepare for the quiz by first taking a: ____ quiz.	
You must start a quiz at least ____ minutes before the lab closes.	

**Lab Information:**

Visit the ILP lab - get initials from James Razavi or Ann Mitchell	
ILP lab hours:	
First thing you do when you come into lab:	
Number of minutes you get if you do not log out of the lab:	
You must spend ____ hours in the lab if you miss 2 hours of class.	
If dismissed from or if you leave the class early, when can you log in the lab?	

**Test Taking Information**

Two things you must complete before taking a Unit test:	_____ & _____
In-Class Unit 1 test [date]:	
Last day to take the Unit 1 Test in the lab [date]:	
Where to schedule an appointment to take the test outside of class:	
Number of points that you will lose if you change or make a test appointment with less than 24 hours notice:	
Maximum score you can get if you retake the test:	

**INSTRUCTIONS:**

Be sure to read and understand the following policies thoroughly before initialing. Reading and following instructions are important skills for any college student. If you have any questions regarding these policies, talk to your instructor or to James or Ann in the ILP Lab before initialing and turning in this activity.

**Attendance Policy:**

Attendance is required in ILP classes. You may make up missed attendance hours in the ILP Lab, but you must spend 1.5 hours in the lab to offset one hour missed in class. [Write the number 8 in the 'initial here' box.] If you miss more than 10 hours of classroom instruction (no matter how many hours you spend in the ILP Lab) you could be dropped from the course.

*Initial here that you understand this Attendance Policy.*

**Testing Policy:**

If you take a test outside of the regularly scheduled class testing time, you must make an appointment with James or Ann in the lab. Appointments and cancellations must be made at least 24 hours in advance of testing. If you schedule, cancel or miss a testing appointment without giving 24 hours notice, there will be a 5 point penalty. [Draw a smiley face in the 'initial here' box.] It is important to show up ready to take your test 10 minutes before your scheduled time, with all the supplies you need for the test and any assignments that are due.

*Initial here that you have read, understand, and agree to this ILP Testing Policy:*

We are lucky to have the use of a quiet testing room in the ILP lab. [Write "hello" in the initial here box.] The testing room is a distraction-free environment for students from many different classes to take their tests. Students are not permitted to leave the room in the middle of a test. **There is to be absolutely no talking, note-passing, cell phone use, or other forms of communication in the testing room.** If you are caught doing any of these things, then you will receive a zero score on the test.

*Initial here that you have read, understand, and agree to this ILP Testing Policy:*

Please be sure to ask your instructor or someone in the ILP Lab if you have any questions or need any help. [Write "math is awesome" in the 'initial here' box.] We are all here to support you in your success! The successful students are the ones that take advantage of all that ILP has to offer. You cannot fail until you give up!

*Initial here that you will take advantage of all ILP has to offer in order to succeed:*