

CIVIL ENGINEERING AND ARCHITECTURE

(A Project Lead The Way Course)

BEHAVIOR SYLLABUS AND GENERAL INFORMATION

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Hello and welcome to Civil Engineering and Architecture. I am very excited to be your CEA teacher. CEA will introduce you to these broad fields of engineering. You will learn how to design both residential and commercial buildings using Autodesk Revit software. CEA is an exciting and challenging subject that will require a lot of hard work and studying. I will do my best to help you succeed in this course. I expect you to do your best to be successful. If at any time you feel you need help, please ask me for help.

Grading Policy

- | | |
|---|-----|
| <input type="checkbox"/> Projects, Assignments, and Daily Participation | 50% |
| <input type="checkbox"/> Tests and Quizzes | 50% |

Required Materials:

- Engineering Notebook (I will provide one of these to each student)
- Ink Pens and Pencils
- 3-ring Binder
- Loose leaf paper
- Headphones for listening to online instructional videos

Please bring all materials to class everyday unless otherwise instructed. Students who come to class without one or more of the required materials will lose points on their Daily Participation grade.

Starting and Ending Class: Much of this class requires the use of a computer. When you arrive in class, immediately log on to your assigned computer. Once the computer boots up, sign into **my.pltw.org** using your username and password. Get out your engineering notebook, binder, and a pen. I will take attendance while you do this. At the end of class, students will remain seated until the dismissal bell rings. Students who are out of their seats or near the door when the bell rings will stay after class for 2 minutes.

Equipment Room: Students are not allowed in the equipment room unless I give you specific permission to be in there that day. When in the equipment room, do not open cabinets or drawers unless you are directed to do so. Do not touch or use any items unless you are told to.

Tardies: Students must be in the classroom before the tardy bell stops ringing or they will be considered tardy. The tardy policy may be found in the student handbook.

Food and Drinks: Food and drinks are **not permitted** in the classroom at any time due to the computers and other engineering materials we use.

Cell Phones: In accordance with school policy, cell phones or electronic devices must be turned off and placed in the cell phone holder before class starts. Visible or audible cell phones or devices will be confiscated. For the first violation, the phone or device will be taken and kept by me until the end of class. Subsequent violations will result in the phone or device being turned into the office and a discipline referral being submitted.

Projects and Homework (or in-class work): In CEA, you will have daily assignments or projects. Make every effort to complete assignments by their due date and time. **There will be a 10% per day deduction for late assignments.**

Make-up work: If you are absent, it is your responsibility to learn which notes and presentations were presented during your absence and which assignments/projects you missed. You will have access to all class notes and presentations through **my.pltw.org**. You must also reschedule any missed quizzes or tests immediately. Assignments must be made up within three days of the absence. Tests and quizzes must be made up as soon as possible. Assignments cannot be made up for work missed during unexcused absences.

Final Exam: A final exam will be an End Of Course (EOC) exam given at the end of the semester. The final will cover material learned throughout the entire course. In accordance with school policy, the final will count as 20% of your final grade.

Cheating: Cheating on any assignment, quiz, or test (including the final exam) will result in a discipline referral and a grade of zero for that assignment or test.

Consequences for Inappropriate Behavior: If a student is unwilling to follow the classroom expectations, he or she will be subject to appropriate penalties. Possible consequences include: verbal warning, conference with teacher, phone call and/or conference with parent/guardian, or a discipline referral to the office.

Asking Questions in Class: When I am talking to the class or when another classmate is making a comment or asking a question, everyone else will respect the person talking and listen quietly. If you have a question, please raise your hand and wait for me to call on you. Do not shout out questions or comments.

Seating: Students will be assigned seats on the first day of class. Students are expected to sit in their assigned seat each day.

Restroom/Hall Passes: If you need to use the restroom during class follow these rules:

1. Do not interrupt me while I am teaching unless it is an emergency. Wait patiently for a “break” moment.
2. Ask me where you would like to go and I will decide whether you can go or not.
3. If I give you permission, completely fill out the sign out sheet posted on the door before leaving class. Take the hall pass with you.
4. Return directly to the classroom immediately after leaving your destination and write your sign-in time on the sign-out sheet. Return the hall pass to the holder.
5. Excessive or prolonged use of the restroom may result in limitations on the number of passes you get each week.

Substitute Teachers: Students are expected to follow all classroom rules and show respect whenever I have a substitute teacher. Any misbehavior while a substitute teacher is present will result in appropriate disciplinary action.

I PREP I

Here are some suggestions for being the *best student and peer* you can be.

Integrity – Do the right thing always, even when no one else is looking.

Positivity – Come to class each day with an I Can / You Can attitude. Try to put a positive spin on every situation.

Responsibility – Take responsibility for your actions. When you make a mistake, acknowledge it and commit to doing better the next time. Always be prepared and on time.

Empathy – Before judging someone else, think about what it might be like to walk in their shoes. Always show kindness and compassion to others.

Perseverance – Never give up! It is good to struggle from time to time. Giving up should never be an option.

Independence – Independent people don't go it alone. Independent people are the ones who seek help from teachers, peers, or other sources when they know they need assistance. They take responsibility for their own learning.

Please fill out the form below, get it signed by a parent or guardian, and detach it at the cut line below.

CIVIL ENGINEERING AND ARCHITECTURE

Mr. Moudy

I have read the course syllabus, the classroom policies, and the expectations for behavior and I understand the meaning and possible consequences for each policy.

(Printed Student Name) (Student's signature) (Date)

(Printed Parent/Guardian Name) (Parent/Guardian signature) (Date)

(Parent/Guardian e-mail address – optional)

Please return this signed form by _____ for a homework grade.