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# PHYS UN1291 - GENERAL PHYSICS I LAB POLICY SHEET

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*Fall 2022*

*Columbia University*

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# 1 Expectations and Policies

## 1.1 Conduct Rules and General Policies

1. **Timeliness:** You are expected to show up to the lab room on time.
2. **Treat everyone with respect:** Please treat everyone with respect. It is essential in a class that encourages group work that you are respectful of the people around you. **This means there will be consequences for any discrimination towards anyone for immutable characteristics. Lab, as with any other class, should be a safe space for all to grow academically.**
3. **Absences:** Students are permitted one unexcused absence and two excused absences from lab per semester. In order for an absence to be excused, a doctor's note is required (in the case of illness) or a note from the student's dean or academic advisor (for other extenuating circumstances, pending department approval). For religious holidays, a note from the student is all that is needed. All excuse notes should be delivered to the lab instructor directly.
4. **There are no make up labs. A missed lab will be recorded as a 0 unless excused.**
5. **Four or more absences (even if excused) will result in a grade of F.**

## 1.2 Before Lab

1. **Read the lab manual before class each week.** This will ensure that you are prepared to ask questions and conduct the lab in an efficient manner.
2. **Finish one pre-lab assignment for each experiment.** I will assign a pre-lab assignment and you will be asked to complete it before the experiment begins to ensure you are prepared.
3. **Bring a calculator, paper, and computer to every lab.** You will need them for your calculations.
4. **Make sure you have Microsoft Excel, or an equivalent tool for spreadsheets.**

## 1.3 During Lab

1. Lab begins with a short review of the concepts related to the experiment at the start of each lab. The hope is that this is the time to deal with any confusions or misconceptions related to the physics.
2. You will then work with your group members. There, you will collect and analyze your data. Assigned groups may be changed throughout the semester.
3. You may ask for help at any point. I will go around to each lab group periodically throughout the lab period so please be mindful of your peers' questions as well.

## 1.4 Lab Reports

1. **You have 48 hours to complete your lab report after the end of the experiment section and turn it in on Gradescope.** Your lab report should be typed, concise, clear, and insightful. If you need to handwrite any calculations or diagrams, please attach them to the same file and make sure they are legible. You will lose 1 point (out of 20) for every hour the lab is late.
2. During experiments that last 2 weeks (of which there are three throughout the semester), you are expected to have a draft of the lab report by the time of the next lab section. These are graded on completion and are there to help you improve your lab writing skills.
3. Your lab report should be approximately 2-3 pages (not including figures and tables), 12 pt max, single spaced. There is virtue in being concise and clear, so please try and stick to the page limit. Going over this limit may result in points being deducted.

4. **You may not cheat or plagiarize.** This includes, but is not limited to, paraphrasing another person's lab report, replicating sections of another report and presenting it as your own, or sharing graphs and tables from other people in your lab group. Academic integrity will be strictly enforced.
5. I will try my best to be responsive over email, but there is no guarantee that any TA will answer an email sent the day the lab report is due.
6. **Lab reports should not take more than 5 hours to complete.** I understand that there is a lot of stress associated with getting a perfect grade on these labs. I assure you that I will grade this in a holistic manner and that if you complete all labs efficiently *during lab time*, you should not take too much time to finish the lab report. Spending extra time on a lab report does not increase your grade as I am not looking for a polished and totally finished product. Rather, I am looking for a good lab report that demonstrates command over both the physics and data analysis required for the lab.

## 1.5 Grading

1. A sample lab report will be uploaded to the courseworks page.
2. **Your lowest lab report grade will be dropped.** If you have an unexcused absence, then the lab grade you get will be 0 and that will be the grade that gets dropped. Excused absences, on the other hand, will not count at all, and you will still have a lab report that can be dropped.
3. Completion of pre-lab assignments, leaving lab prepared, participation in and preparation for peer-review sessions and good participation in your groups will be part of a participation grade, equal in weight to a report.
4. Grades will not be curved, but the median grade is expected to be an A-.
5. As a general rule of thumb, the participation grade will count as one lab report grade and be weighted accordingly.

## 2 Resources

### 2.1 Help Room

1. **Help room** is located in Pupin 413. The associated schedule, letting you know when TAs for 1201 are available to help you is located on the undergraduate resource website, linked under additional resources.

### 2.2 Disability Resources

1. For Columbia students: <https://health.columbia.edu/getting-care/register-disability-services>.
2. For Barnard students: <https://barnard.edu/disability-services>.
3. If you require accommodations in this class, please register with the Disability Services office and make an appointment to meet with me so that appropriate arrangements can be made.

### 2.3 Additional Resources

1. Undergraduate Resource Website: <https://physics.columbia.edu/content/undergraduate-resources>.
2. Columbia Coronavirus Policies: <https://covid19.columbia.edu/>.
3. Courseworks: <http://courseworks2.columbia.edu>.
4. Math Help Room for Calc I - III: <http://www.math.columbia.edu/general-information/help-rooms/502-milstein/>.
5. Math Help Room for Calc IV and higher: <http://www.math.columbia.edu/general-information/help-rooms/406-math/>.
6. CSA Tutors: <https://www.cc-seas.columbia.edu/csa/tutoring>.
7. MIT Notes: <http://web.mit.edu/8.01t/www/coursedocs/current/guide.htm?SEC=undefined>.
8. Advice from a URM prof: <https://medium.com/@chanda/surviving-and-thriving-how-to-be-a-urm-astro-physics-student-part-1-97df8e81eb59>.