Course Prerequisites: (passing grade in) EE261
Web page: http://www.coe.montana.edu/ee/tsharpe/ee262/EE_262_homepage_S09.htm
Faculty Coordinator: Tia Sharpe, 616 Cobleigh, tsharpe@ece.montana.edu
Office Hours: 1 pm M, W, R, F, or by appointment
Lab TA: TBD
TA Office Hours: TBD
EE262 Lab Sections: 621 Cobleigh Hall: Section 1 - Tue 12-2, Section 2 - Tue 2-4
Required Materials: EE262 Lab Kit, large breadboard (Available in ECE Stockroom, 622 Cobleigh), sewn or bound notebook, your EE261 textbook

Tentative Schedule for Labs (subject to change as the semester progresses)

<table>
<thead>
<tr>
<th>Date</th>
<th>Laboratory</th>
<th>Demo and/or Report Due (if assigned)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 20</td>
<td>#1</td>
<td>Introduction to the lab and equipment</td>
</tr>
<tr>
<td>27</td>
<td>#2</td>
<td>Lab #1 demo deadline</td>
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<tr>
<td>Feb 3</td>
<td>#3</td>
<td>Lab #2 demo deadline</td>
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<tr>
<td>10</td>
<td>#4</td>
<td>Lab #3 demo deadline</td>
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<tr>
<td>17</td>
<td>#5</td>
<td>Lab #4 demo deadline</td>
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<tr>
<td>24</td>
<td>#6</td>
<td>Lab #5 demo deadline</td>
</tr>
<tr>
<td>Mar 3</td>
<td>#7</td>
<td>Lab #6 demo deadline</td>
</tr>
<tr>
<td>10</td>
<td>Lab Practical Mid-Term Exam</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Spring Break</td>
<td></td>
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<tr>
<td>24</td>
<td>#8</td>
<td>Lab #7 demo deadline</td>
</tr>
<tr>
<td>31</td>
<td>#9</td>
<td>Lab #8 demo deadline</td>
</tr>
<tr>
<td>Apr 7</td>
<td>#10</td>
<td>Lab #9 demo deadline</td>
</tr>
<tr>
<td>14</td>
<td>#11</td>
<td>Lab #10 demo deadline</td>
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<tr>
<td>21</td>
<td>Lab #11 demo deadline</td>
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<tr>
<td>28</td>
<td>Lab Final Practical Exam</td>
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<tr>
<td>Apr 30</td>
<td></td>
<td>Attend Engineering Design Project Presentations</td>
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<td>May 4-8</td>
<td></td>
<td>Finals Week</td>
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</table>

Lab Partners
Everybody must complete and demonstrate their individual solution to the lab problem. However, you may partner up with anybody you wish to work with in the lab.

Lab Notebooks
Record all lab experiments in a sewn or bound lab notebook. This is mandatory. All lab problem solutions must be documented with a schematic diagram in your lab notebook. This is mandatory also and will be part of the check-off to receive credit for completing the lab. Only the lab notebook may be used during lab exams.

Lab Designs
You should design your problem solution before coming into the lab. In general, you will have your lab time to work on the lab for that week but you may demonstrate that it is working anytime up until the start of next week’s lab.

Demonstration of Working Designs
To receive credit for your lab demonstration, hand in the lab check sheet after it has been signed off by the lab instructor. The completed check sheet is due no later than the week following the assignment of the lab. See the schedule above. Late lab demos will receive a reduced grade (20%/day).

Laboratory Assignments and Reports
Pre-lab assignments will be due the week that you do the lab and must be completed before you may take the lab. Laboratory reports and other required documentation are due the week following the lab. If we have any labs extending over more than one week, the documentation is due the week following the last week of the lab. All memo and formal reports must be typed. Refer to the EE/EEET Communications (http://www.coe.montana.edu/ee/commhtml.htm) guidelines for help in writing different reports. Staple your documentation in the upper left corner. No plastic binders.

Laboratory Grading Policy
Lab grades will be based on pre-lab work, demonstrations of working designs, memo and formal reports, other required work specified for each lab, and on the mid-term and final practical exams. Some labs (those running more than one week) may be weighted more heavily or have more assigned points.
The lab grade will be calculated by:

- Mid-term Exam: 10%
- Final Exam: 15%
- All other lab exercises: 75%

(Students must take both exams and successfully complete 10 labs to pass the course.)

The following grading policy will be in effect for all written material:

1. When reports are required, each person will write their own. There are to be no team reports. If reports are plagiarized, one grade will be divided among the plagiarizer and plagiarizees.
2. Memo and formal report grading will be based on:
   - Technical content: 45%
   - Clarity of presentation: 40%
   - General English, spelling etc: 10%
   - Following specified format: 5%
3. A 5% deduction will be taken for each spelling, grammar, and other English composition mistakes.
4. Reports receiving greater than a 50% deduction for spelling, grammar and other English composition mistakes are unacceptable and must be resubmitted within one week. The maximum possible score on a resubmitted report is 75%. Unacceptable reports not redone will receive a grade of 0.
5. A late report is to receive a 20% deduction/day late. Reports become late if handed in later than one day following the due date. Reports and other required work will not be accepted more than one week late.

**EE262 LAB MID-TERM and FINAL PRACTICAL EXAM**

**Midterm:** (10% final grade)

**Final:** (15% final grade)

There will be a mid-term and a final practical examination in the EE262 laboratory sessions. Each student will be given a design assignment to be completed and demonstrated in a laboratory session. Each assignment will be done individually - no lab partners. All laboratory assignments and procedures are valid for exam material. You may use only your lab notebooks as a resource during these exams. You will be graded on the correctness of the solution by demonstrating the result.

**General Policies**

**Behavioral Expectations**

Montana State University expects all students to conduct themselves as honest, responsible and law-abiding members of the academic community and to respect the rights of other students, members of the faculty and staff and the public to use, enjoy and participate in the University programs and facilities. For additional information reference see [http://www2.montana.edu/policy/student_conduct/student_conductc-code_2006-2007.htm](http://www2.montana.edu/policy/student_conduct/student_conductc-code_2006-2007.htm). Section 430 of the Student Code allows the instructor to impose the following sanctions for academic misconduct: oral reprimand; written reprimand; an assignment to repeat the work or an alternate assignment; a lower or failing grade on the particular assignment or test; or a lower grade or failing grade in the course. More serious sanctions require a Conduct Board hearing.

**Collaboration**

University policy states that, unless otherwise specified, students may not collaborate on graded material. Any exceptions to this policy will be stated explicitly for individual assignments. If you have any questions about the limits of collaboration, you are expected to ask for clarification.

**Plagiarism**

Paraphrasing or quoting another's work without citing the source is a form of academic misconduct.