

Engineering Course
Mr. Neat
Class Rules: 2014-2015

Dear Students, Parents/Guardians,

Thank you for your interest in this class. The engineering profession is exciting and powerful with application to many disciplines. I look forward to our adventures together. I have important information outlined below. Please review.

1. Grades

Course grades will be determined from the following evaluations:

- Lab Notebook (50%): Everyone is required to have a lab notebook. This will be used as a journal, record data, design concepts, list lessons learned,...The lab notebook will be used to record and maintain all of this information.
- Projects (50%): Students will be required to complete many projects. The projects will be done independently and in small groups. Students who behave and can be trusted will have a larger variety of project selection.

2. Safety

The TechShop is filled with power tools that are potentially dangerous if not used correctly. Safety is our #1 concern. Protective eyewear must be worn while in the designated areas in the TechShop. Details on operating procedures for each piece of equipment will be distributed. Failure to comply will constitute a behavior violation. If you demonstrate the proper maturity level and you have the interest, you will be checked out on each type of equipment. At that point you will be able to use the equipment on your own.

3. Notebook (website)

Each student will have to maintain a website. It will serve as an electronic journal of your experience in the class.

4. Behavior

I am assuming that the students in the class are motivated to learn, however, if a student disturbs the learning environment, they will get the following disciplinary actions: (note if safety is an issue, jump directly to #4)

- 1) first offense: verbal warning from me.
- 2) second offense: removal from class activities, contact parents and counselor.
- 3) third offense: referral to main office.
- 4) forth offense: removal from class.

5. Attendance

Four unexcused tardies a quarter or one unexcused absence will constitute a **Behavior** violation (see above).

6. Equipment Misuse

Students will have the opportunity to use expensive machinery in this class. Oftentimes, the equipment breaks due to old age. However, sometimes the equipment breaks due to careless misuse. In these instances, the student misusing the equipment will be financially responsible for replacing/fixing the broken equipment. This issue can easily be avoided by abiding by **4.** above.

7. Class Update/Progress/Contacting Me

Feel free to see what is happening in the class by checking my web site (www.drneato.com). Click on the "School" link. If you would like to get in touch with me, you can reach me by email at gneat@gusd.net. Please don't call my school phone and leave a message.

Please sign and return the form below acknowledging that you have read and understood the contents..

Thank You!

Parent Signature_____ Student Signature_____

Parent Email_____ Student Name_____