

University of Portland
Donald P. Shiley School of Engineering

EE371
Electronics Laboratory

STUDENT EXPECTATIONS

- 1) It is mandatory that you attend at least the first 20 minutes of your regularly scheduled lab classes each week in order to receive any relevant information or handouts from the instructor. You are encouraged to stay the full three hours in order to take full advantage of the instructor's undivided attention for any and all of your questions. However, you may elect to not stay and, instead or in addition, do your lab work during Open Lab Hours.
- 2) You must get your completed lab assignments "checked-off" by the instructor during your regularly scheduled lab class time as stated in the Syllabus.
- 3) You must use an approved Lab Notebook (please see instructor for approval). You are expected to have your lab notebook with you at all times in the lab and to record all your data in ink. Also, initial and date each page. Please use no scrap-paper. Your completed lab notebook is due to the instructor at the end of the term. However, the instructor will perform occasional spot-checks of your lab notebook.
- 4) All final Lab Reports are expected to adhere to the requirements stated in each specific lab hand-out.
- 5) It is expected that each student behave in a mature, professional and safety-conscious manner during all lab hours. It is expected that each student take good care of their lab kit and bench-top lab equipment and to keep their lab benches neat, clean and organized. Each student is expected to put away all electronic components and equipment properly when they are done with them and keep the lab clean, neat and organized. Please note defective lab equipment, low inventory components, etc by email'ing the instructor (oster@up.edu), Jared Rees (rees@up.edu) or informing the LA in charge during Open Lab Hours. This will bring proper attention to the problem so that it can be fixed.
- 6) In case of emergency, **dial x4444**.