

EE 3399 – 01
Syllabus – Spring 2019

CATALOG DESCRIPTION

EE 3399 Software Tools for Electrical Engineering Problems: 3 semester hours.

Introduction to, and comparison of, software tools useful for problem solving in electrical engineering applications. S

CLASS MEETINGS

12:30PM – 1:45PM Tuesday & Thursday

CLASSROOM

REND 210

INSTRUCTOR

Dr. R. E. Stuffle, Professor & Associate Director, Department of Electrical Engineering.

OFFICE LOCATION

LEL Rm. 216

OFFICE HOURS

I do not schedule formal office hours, but have an open-door policy instead. When not in class or attending a meeting, I am *usually* in my office from 7:30AM to 5:00PM. This varies depending on my research and service activities. If you want to be sure to find me in my office, *please make an appointment in advance.*

TEXTBOOK

Computer Tools for Electrical Engineers, by James C. Squire and Julie Phillips Brown.

SCHEDULE

A tentative schedule is available separately.

INTERNET USAGE

You will be expected to have access to the internet and an active ISU email address, and to check it at least daily, since I may occasionally send you a message regarding assignment updates, additions and/or changes.

EMAIL POLICY

Our official mode of communication outside the classroom is email. All communication between student and instructor and between student and student should be respectful and professional. Your ISU email address is the only official student email used at ISU. Class rosters list your ISU email addresses rather than external email addresses, and all official class communications will be sent only to your ISU email address. You are responsible for checking your ISU email account regularly.

COMMUNICATION PROTOCOLS

If you send me an email message, please use your ISU student email account to do so; then I can be reasonably sure that the message is authentic. Please use a subject line as follows: "EE2240: Your Last Name, Your First Name". Since I receive well over 200 email messages

every day, I do not read all of them. If your subject line complies with the suggested format, I will recognize your message as one I probably should not ignore.

Please use standard English; this is not a Twitter account. Do not use shorthand notation or acronyms (such as “U”, “TTYL”, “LOL”, or “IMHO”), as they are unprofessional and ambiguous for those unfamiliar with them. Furthermore, smiley faces should only be used sparingly.

CONTACT INFORMATION

My ISU email address is stufeuje@isu.edu. I check my email once or twice most evenings. If you send me a message before midnight on a weekday, I will almost always answer it prior to retiring that evening. Weekends and holidays are more of a hit-or-miss situation, although I do occasionally check for messages even then.

WEB RESOURCES

All assignments will be made through the class web site at <http://www.stuffle.net>.

ASSIGNMENTS

Software application and programming assignments are the only component of the grade for this course. Late assignments will *not* be accepted, and no make-up assignments will be given. If you know you’re going to be absent or out of town, submit the assignment ahead of time. If you turn it in early, you won’t be penalized; if you turn it in late, it won’t count.

It is expected that you will use standard **8½"×11"** paper (*not* **8"×10"**), and *not* paper that has been torn out of a spiral-bound notebook or used for something else previously. Most submissions are required to be turned in in printed form created with Microsoft Word. On the rare occasion where you may have to create something by hand, please write on only one side of the page. Your solutions must be submitted in order, and must be neatly formatted, clear and easy to follow. Those which are more than ½ page in length should begin on a new sheet of paper.

Late assignment submissions	Will not be accepted
Solutions written on paper that is not 8½"×11"	Will not be graded
Solutions written on paper torn out of a spiral-bound notebook	Will not be graded
Solutions written on the back side of scrap paper	Will not be graded
Answer sheets not submitted in ascending order	5 point deduction
Details not shown – only final answers submitted	Will not be graded
Failure to submit everything requested, in the format requested	Will not be graded
Failure to staple pages together	One-point deduction per problem

Working together on assignments is permitted, and encouraged, as long as the solutions you submit are individually-prepared and do not appear to be virtual “carbon-copies” of others’ work (regardless of who the original author is). Always check your work! Correct answers are important, and *arithmetic errors are unacceptable* at this level.

Although it is nearly impossible to be consistent from assignment to assignment, the grader will attempt to grade uniformly throughout each assignment. Note that scores are not negotiable. Solutions that were not clear at the time of grading will not be re-graded after further explanation. If your friend received a higher grade for what you think is essentially the same work, we will lower his/her grade to match yours if both of you insist, but we will not raise yours. Otherwise, grades will not be changed after the fact.

EXAMS

There will be no exams in this course.

GRADED PAPERS

Graded papers will be returned in class. If you miss the class when your paper is returned, you can come to my office and pick it up. I will not make a second attempt to return it in the classroom.

GRADING POLICY

Course letter grades will be determined according to the following scale:

100.0% \geq GA > 92.5% :	A
92.5% \geq GA > 90.0% :	A-
90.0% \geq GA > 87.5% :	B+
87.5% \geq GA > 82.5% :	B
82.5% \geq GA > 80.0% :	B-
80.0% \geq GA > 77.5% :	C+
77.5% \geq GA > 72.5% :	C
72.5% \geq GA > 70.0% :	C-
70.0% \geq GA > 67.5% :	D+
67.5% \geq GA > 62.5% :	D
62.5% \geq GA > 60.0% :	D-
60.0% \geq GA > 00.0% :	F

This is an absolute scale. There will be *no curve*, and *no extra credit*.

TECHNOLOGY AND SOFTWARE REQUIREMENTS

You are expected to have access to a Windows-compatible laptop computer during class meetings and for the assignments in this course. Some of the open-source software used is available only for the Windows operating system.

Links for downloading several open-source software products are provided under “**Software > Simulation**” on the class web site. *Note that most of this software is available **only** for the Microsoft Windows operating system.*

ATTENDANCE

I do not normally take attendance, but you will be held responsible for all work due, and all material presented in class or assigned for out-of-class study. If you know that you will be absent ahead of time, let me know, and make arrangements to get the work done and submitted ahead of time or to have it delivered to me on time. Consult the class website to see what is due and when, and contact classmates to find out what went on during the class you missed. Written confirmation of serious illness, family emergencies, or other crises will be required if you miss any assignment without prior notification. If you have more than a few unexcused absences, please understand that your ability to do the work required in the course will likely be impaired and grades on that work will probably be lower.

CLASS PARTICIPATION

You should feel free to ask questions at any time during the class period, and I encourage you to do so. If something is unclear to you, it is probably not clear to others, and one of you should make me aware of that fact. You will also be expected to voluntarily contribute to classroom discussions and respond to questions posed as part of the lecture.

DISRUPTIVE CLASSROOM BEHAVIOR

Common courtesy during class is obviously expected. If you are (for example) talking out loud while I am trying to conduct a class, I will not be able to hear myself think. Rather, I will be hearing *you* talk. That is disruptive for me, and it makes my job harder. I want to change the behavior of people who make my job harder, so I reserve the right to impose a seating chart on the class, or on a subset of the class, in order to promote common courtesy.

ETHICS AND ACADEMIC INTEGRITY

Academic dishonesty is unacceptable and will not be tolerated. You are expected to be familiar with the University's Policy on Academic Integrity and Dishonesty (<https://isu.edu/media/libraries/isu-policies-and-procedures/academic-affairs/4000-Academic-Integrity-Dishonesty.pdf>) What that means is: If you are charged with an offense, pleading ignorance of the rules will not help you.

COURSE ACCESSIBILITY

Idaho State University is committed to providing equal opportunity in education for all students. If you have a diagnosed disability or if you believe you have a disability (physical, learning, hearing, vision, psychiatric) that might require reasonable accommodation in this course, please contact the Disability Services Center, Rendezvous Building, Room 125 (282-3599) or on the web at <http://www.isu.edu/ada4isu>. It is the responsibility of students to contact instructors during the first week of each semester to discuss appropriate accommodations.

WE CARE

The ISU Counseling and Testing Service offers a variety of weekly group sessions to meet the various needs of the diverse student body we serve. You are encouraged to take advantage of these services, as they are a powerful way to bring about meaningful change and overcome challenges of an interpersonal, emotional, or personal nature. To schedule an appointment with a counselor, please call (208) 282-2130.

RELIGIOUS OBSERVANCES

Students are expected to notify their instructor in advance if they intend to miss class to observe a holy day associated with their religious faith. We can usually accommodate such schedule conflicts if we are informed of them in advance, and not after the fact.