COURSE RULES

In an ideal world, every student in the class would be present and fully prepared for every class session. I recognize that that is not a realistic expectation. Illness, family needs, religious holidays, job searches, and other things sometimes make either attendance or preparation impossible. In addition, I appreciate that no one is perfect.

In formulating an attendance and preparation policy, therefore, I have tried to walk a thin line. On the one hand, I want to be sure that the policy reflects the importance I attach to regular class attendance and careful, meticulous preparation. On the other hand, I want to be fair and realistic.

There are three rules:

1. Absences plus unprepareds may not exceed 8 (eight). Upon the 9th, you will be withdrawn automatically from the course. There will be no distinction between "excused" and "unexcused" absences or unprepareds. The number 8, which is almost 20% of the total, is meant to allow for both.

2. For purposes of this rule, "unprepared" has a specific meaning. To be considered "prepared," you must do the following:
   a. Read the entire assignment. This includes any statutory provisions that the coursebook specifically tells you to read;
   b. Be prepared to discuss every question that appears in any of the "Questions" or "Notes and Questions" segments of the assigned readings; and
   c. Outline, in writing, your analysis of every fact problem included in any of the "Problems" segments, as well as anything labeled “Simulation Exercise.”

   If you have not done all of these things, you are considered unprepared for present purposes.

3. If you are unprepared on a given day, you MUST let me know before class begins. You can either tell me orally or leave a note at the podium. I truly won't be judgmental or try to make you feel guilty when you do this. As I said, I appreciate that unexpected events can occur. My main reason for requiring you to tell me before class starts is that that is the only way I can enforce the 8-class rule. If you don't tell me, and I happen not to call on you that day, I will never find out that you have used up one of your unprepareds. So I rely heavily on your integrity. For that reason, coming to class unprepared and failing to tell me is a serious violation of the course rules.