

Course Administration

- INSTRUCTORS:** Shikui Chen, 163 Light Engineering, (631) 632-2309
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- LECTURE HOURS:** Wednesday (6:05-9:00pm), using Zoom
Link to Zoom Meeting
<https://stonybrook.zoom.us/j/92500521335?pwd=Z2ZRURML3BIaEc1VzRzcHMzZWlydz09>
Meeting ID: **925 0052 1335**
Passcode: **484815**
- OFFICE HOURS:** Online meeting by appointment.
- REQUIRED TEXT:** Advanced Dynamics by Donald T. Greenwood, Cambridge Publications.
- PREREQUISITE:** Undergraduate Level Dynamics
- HOMEWORK:** About one homework assignment per week , which is accessible through Blackboard under Assignments. Each homework is due one week after it is assigned.
- Each homework must be turned in **at the beginning of the class** on the specified due date in order to be considered as on time.
 - Late homework will receive half credit before the solutions are posted and will **not** be accepted after that.
- EXAMS:** 1 online Midterm (6:05pm-9:00pm, Wednesday, October 21, 2020)
1 online Final Exam (time TBD)
- All exams will be held online with the aid of the **Respondus LockDown** browser.
 - The dates and times can be found in the schedule at the end of this document.
 - The exam will be deployed on blackboard and you can appear for the exam remotely. Your activity during the exam will be recorded. A trial test will be deployed in order for you to test your setup and get used to the process.
 - No makeup exam unless arranged prior to the exam.
- GRADING:**
- | | |
|-----------------------|-----|
| Homework | 50% |
| 1 Midterm Exam | 20% |
| Final (comprehensive) | 30% |
- Note: There will be no extra credit and no exam retakes.**

GRADING SCALE:

$90 \leq A < 100$	$70 \leq C+ < 74$
$86 \leq A- < 90$	$65 \leq C < 70$
$82 \leq B+ < 86$	$60 \leq C- < 65$
$78 \leq B < 82$	$55 \leq D+ < 60$
$74 \leq B- < 78$	$50 \leq D < 55$

- BLACKBOARD:** All homework assignments will be posted on the Blackboard course account (<http://blackboard.sunysb.edu>). For problems logging in, go to the helpdesk in the Main Library SINC Site or the Union SINC Site, you can also call: 631-632-9602 or e-mail: helpme@ic.sunysb.edu
- I use email and blackboard exclusively to communicate with you off class. It is your responsibility to make sure that your email id is a current one on the blackboard system. I suggest that you use a university email id for this class; it is free and official. I am not responsible for the emails not delivered to your commercially available email accounts.
- ACADEMIC HONESTY:** Each student must pursue his or her academic goals honestly and be personally accountable for all submitted work. Representing another person's work as your own is always wrong. Instructors are required to report any suspected instances of academic dishonesty to the Academic Judiciary. Faculty in the Health Sciences Center (School of Health Technology & Management, Nursing, Social Welfare, Dental Medicine) and School of Medicine are required to follow their school-specific procedures. For more comprehensive information on academic integrity, including categories of academic dishonesty, please refer to the academic judiciary website at <http://www.stonybrook.edu/uaa/academicjudiciary/>
- SPECIAL NOTE ON ADA:** If you have a physical, psychological, medical or learning disability that may impact your course work, please contact Disability Support Services, ECC (Educational Communications Center) Building, room128, (631) 632-6748. They will determine with you what accommodations, if any, are necessary and appropriate. All information and documentation are confidential.
- CRITICAL INCIDENT MANAGEMENT** Stony Brook University expects students to respect the rights, privileges, and property of other people. Faculty are required to report to the Office of Judicial Affairs any disruptive behavior that interrupts their ability to teach, compromises the safety of the learning environment, or inhibits students' ability to learn. Faculty in the HSC Schools and the School of Medicine are required to follow their school-specific procedures.
- COPYRIGHT** All federal and state copyright interests are reserved for all original material presented in this course through any medium, including lecture, electronic transmission or print. Individuals may not sell, be paid or receive anything of value for class notes made during this course from any person or entity without the express written permission of (author). In addition to legal sanctions, violation of these copyright prohibitions may result in University disciplinary action.

STUDENT ACCESSIBILITY SUPPORT

If you have a physical, psychological, medical or learning disability that may impact your course work, please contact the Student Accessibility Support Center, ECC (Educational Communications Center) Building, Room 128, (631)632-6748.

They will determine with you what accommodations, if any, are necessary and appropriate. All information and documentation is confidential.
<https://www.stonybrook.edu/commcms/studentaffairs/sasc/facstaff/syllabus.php>

Students who require assistance during emergency evacuation are encouraged to discuss their needs with their professors and Student Accessibility Support Center. For procedures and information go to the following website:
<https://ehs.stonybrook.edu/programs/fire-safety/emergency-evacuation/evacuation-guide-people-physical-disabilities>

- To access mental health services, call Counseling and Psychological Services at 631-632-6720; Counselors are available to speak with 24/7.
- For updated information on the Academic Success and Tutoring Center please check www.stonybrook.edu/tutoring for the most up-to-date information.
- For IT Support: Students can visit the Keep Learning website at <https://sites.google.com/stonybrook.edu/keeplearning> for information on the tools you need for alternative and online learning.

Need help? Report technical issues at <https://it.stonybrook.edu/services/itsm> or call 631-632-2358.

For information on Library services and resources please visit the Continuity of Library Operations guide.

ALLOWED CALCULATORS

Only the following calculators will be permitted to be used on all midterm and final exams in the Department of Mechanical Engineering. There will be no exceptions! This list of calculators is identical to that allowed for the National Council for Examiners for Engineering and Surveying (NCEES) Fundamentals of Engineering (FE) exam that many of you will take in your senior year, as well as Professional Engineering (PE exam) that you may take.

Casio: All fx-115 models. Any Casio calculator must contain fx-115 in its model name.

Hewlett Packard: The HP 33s and HP 35s models, but no others.

Texas Instruments: All TI-30X and TI-36X models. Any Texas Instruments calculator must contain either TI-30X or TI-36X in its model name.

For detailed information, follow <https://ncees.org/exams/calculator-policy/>

LockDown Browser + Webcam Requirement & Detailed Instructions

This course requires the use of LockDown Browser and a webcam for online exams. The webcam can be the type that's built into your computer or one that plugs in with a USB cable. Watch this brief video to get a basic understanding of LockDown Browser and the webcam feature.

<https://www.respondus.com/products/lockdown-browser/student-movie.shtml>

Download Instructions

Download and install LockDown Browser from this link:

<https://download.respondus.com/lockdown/download.php?id=772113517>

Once Installed

Start LockDown Browser
Log into Blackboard Learn
Navigate to the test

Note: You won't be able to access tests with a standard web browser. If this is tried, an error message will indicate that the test requires the use of LockDown Browser. Simply start LockDown Browser and navigate back to the exam to continue.

Guidelines

When taking an online test, follow these guidelines:

- Ensure you're in a location where you won't be interrupted
- Turn off all other devices (e.g. tablets, phones, second computers) and place them outside of your reach
- Before starting the test, know how much time is available for it, and also that you've allotted sufficient time to complete it
- Clear your desk or workspace of all external materials not permitted - books, papers, other devices
- Remain at your computer for the duration of the test
- If the computer, Wi-Fi, or location is different than what was used previously with the "Webcam Check" and "System & Network Check" in LockDown Browser, run the checks again prior to the exam
- To produce a good webcam video, do the following:
 - Avoid wearing baseball caps or hats with brims
 - Ensure your computer or device is on a firm surface (a desk or table). Do NOT have the computer on your lap, a bed, or other surface where the device (or you) are likely to move
 - If using a built-in webcam, avoid readjusting the tilt of the screen after the webcam setup is complete
- Take the exam in a well-lit room, but avoid backlighting (such as sitting with your back to a window)
- Remember that LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted

Getting Help

Several resources are available if you encounter problems with LockDown Browser:

The Windows and Mac versions of LockDown Browser have a "Help Center" button located on the toolbar. Use the "System & Network Check" to troubleshoot issues. If an exam requires you to use a webcam, also run the "Webcam Check" from this area

Respondus has a Knowledge Base available from support.respondus.com. Select the "Knowledge Base" link and then select "Respondus LockDown Browser" as the product. If your problem is with a webcam, select "Respondus Monitor" as your product

If you're still unable to resolve a technical issue with LockDown Browser, go to support.respondus.com and select "Submit a Ticket". Provide detailed information about your problem and what steps you took to resolve it.

Webcam Option for All with A Smartphone

We have identified a webcam app that we can suggest: **EpocCam**

This particular webcam app for a smartphone is usable by students during exams with Lockdown/Monitor (by Respondus). Many others are not an option. There has been a run on webcams in stores and online (just like hand sanitizer). This is an option for students to use during exams as the monitoring webcam.

1. go to your app store and get EpocCam (I installed the free version on my iPhone).
2. go to <http://www.kinoni.com/> and install the driver for your system (I did in Windows 10); as soon as the installation completed, my computer was connected to my iPhone and was working
3. Then, in Zoom, or whatever you use for streaming/capturing, you will see the EpocCam as one of the video devices to select (e.g., instead of your built-in web cam).