

Course Overview and Policies Page

This page contains information about course logistics and policies, broken down by topic area.

× Area 1: Basic Course Communication Information

This section tells you how to contact the course instructor, and gives an overview of how communication will happen and in what time frame.

Instructor Name and Title: Prof. Paul Fulda
Office Location: NPB 2364
Phone: 352-392-1444
Email: paulfulda@ufl.edu
Preferred form of Contact: Canvas email or regular email
Class meetings: Monday, Wednesday and Friday 12:50pm to 1:40pm in NPB 1216 and on Zoom
Office Hours: Monday 2pm, Thursday 2pm in NPB 2364 and on Zoom

Communications: I will communicate with the class as a whole via Canvas email, and individually via Canvas email (preferred) or regular email. We will also have opportunities for discussion and questions at the regular meeting times in NPB 1216, and my office hours in NPB 2364 and which will also be accessible over Zoom. I will usually respond to an email within 1 day, but often much faster.

Class Comportment: I expect students to conduct themselves in a professional manner at all times over email, in the discussion boards and the Zoom meetings. This goes not just for communication with me, but also your fellow students. Please refer to [this useful guide \(https://ufl.instructure.com/courses/468551/files/70735666/download\)](https://ufl.instructure.com/courses/468551/files/70735666/download) to proper email etiquette in an academic environment.

If you're joining from Zoom it will be optional but not required to transmit your video feed. Participants should mute their microphone unless they intend to address the class.

× Area 2: Required and Recommended Materials for this Course

This section overviews the materials you will need to complete the assigned work in the course.

- Required Reading and Other Course Materials: The primary textbook for this course is **Optics** by Miles Klein and Thomas Furtak, J. Wiley, 2nd Edition. At the time of writing there are several used copies for sale at reasonable prices [here](https://www.amazon.com/gp/offer-listing/0471872970/ref=sr_1_1_olp?sprefix=klein+and+furtak%2Caps%2C168&crid=3MWXND67ZUTC1&keywords=optics+klein+furtak&qid=1597632635&sr=8-1&dchild=1) [_ \(https://www.amazon.com/gp/offer-listing/0471872970/ref=sr_1_1_olp?sprefix=klein+and+furtak%2Caps%2C168&crid=3MWXND67ZUTC1&keywords=optics+klein+furtak&qid=1597632635&sr=8-1&dchild=1\)](https://www.amazon.com/gp/offer-listing/0471872970/ref=sr_1_1_olp?sprefix=klein+and+furtak%2Caps%2C168&crid=3MWXND67ZUTC1&keywords=optics+klein+furtak&qid=1597632635&sr=8-1&dchild=1)_. Older (hardback) copies of this book have several typographical errors. Corrections for these can be found [here](https://ufl.instructure.com/courses/468551/files/70735681/download?wrap=1). [_ \(https://ufl.instructure.com/courses/468551/files/70735681/download?wrap=1\)](https://ufl.instructure.com/courses/468551/files/70735681/download?wrap=1) ↓ [_ \(https://ufl.instructure.com/courses/468551/files/70735681/download?download_frd=1\)](https://ufl.instructure.com/courses/468551/files/70735681/download?download_frd=1)
- Recommended Reading and Other Course Materials: A recommended supplementary text book is **Introduction to Optics** by Pedrotti, Pedrotti and Pedrotti, Cambridge University Press, 3rd Edition. Many used copies are available at reasonable prices [here](https://www.amazon.com/gp/offer-listing/9332534993/ref=sr_1_1_olp?s=books&sprefix=pedrotti%2Cstripbooks%2C168&crid=20TOWNRQBOHCS&keywords=pedrotti+optics&qid=1597632747&sr=1-1&dchild=1) [_ \(https://www.amazon.com/gp/offer-listing/9332534993/ref=sr_1_1_olp?s=books&sprefix=pedrotti%2Cstripbooks%2C168&crid=20TOWNRQBOHCS&keywords=pedrotti+optics&qid=1597632747&sr=1-1&dchild=1\)](https://www.amazon.com/gp/offer-listing/9332534993/ref=sr_1_1_olp?s=books&sprefix=pedrotti%2Cstripbooks%2C168&crid=20TOWNRQBOHCS&keywords=pedrotti+optics&qid=1597632747&sr=1-1&dchild=1)_. Another good textbook for this course is **Optics** by Eugene Hecht, Pearson, 5th Edition, which is available as an E-textbook or in paperback form for reasonable prices [here](https://www.amazon.com/Optics-Global-NA-dp-1292096934/dp/1292096934/ref=mt_other?_encoding=UTF8&me=&qid=1597632804) [_ \(https://www.amazon.com/Optics-Global-NA-dp-1292096934/dp/1292096934/ref=mt_other?_encoding=UTF8&me=&qid=1597632804\)](https://www.amazon.com/Optics-Global-NA-dp-1292096934/dp/1292096934/ref=mt_other?_encoding=UTF8&me=&qid=1597632804)_. There may be other suggested reading towards the end of the class, but I will inform students about that in due course.
- Required Technology: Students must be able to use Zoom to join the online class meetings and office hours. A working LaTeX installation may be beneficial if you prefer to type up assignments rather than hand write them.
- Materials and Supplies Fee: N/A

× Area 3: Grading Policies and Grade Scale

Grading in this course takes place within the following parameters.

- The total points available from the homework assignments, exams, presentation and participation/discussion is 200. The assignment of letter grades is based on your score out of 200 as described below.

- Grading in this class is consistent with UF policies available at: <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/> (<https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>)
- **Assignment Values:** Point values for each assignment are available in the [List of Graded Work page](https://ufl.instructure.com/courses/468551/pages/list-of-graded-work) (<https://ufl.instructure.com/courses/468551/pages/list-of-graded-work>).
- **Policy on Late and Make-up Work:** Late assignments without sufficient justification will incur a 20% penalty if turned in within 3 days of the due date, or a 50% penalty if turned in between 3 days and 1 week of the due date. No points will be given for work turned in more than 1 week late. If you have a good reason for being unable to turn in an assignment on time (e.g. illness) let me know as soon as possible so that we can come to a suitable arrangement.
- **Grade Return Timing:** Homework assignments will be graded and returned within 1 week of submission. Exams will be graded and returned within 2 weeks of the submission date. Points for assignments will be entered into the [Canvas gradebook](https://ufl.instructure.com/courses/468551/grades) (<https://ufl.instructure.com/courses/468551/grades>).
- **Point Range for this Class:**
 - The final letter grades will be assigned based on the distribution of grades at the end of the class. Based on prior experience grades will be given roughly (but no lower) as follows:

Letter Grade	Range:	
A	85%	to 100.0%
A-	80%	to 84.99%
B+	75%	to 79.99%
B	70%	to 74.99%
B-	65%	to 69.99%
C+	60%	to 64.99%
C	55%	to 59.99%
C-	50%	to 54.99%
D+	45%	to 49.99%
D	40%	to 44.99%
D-	35%	to 39.99%
F	0%	to 34.99%

× Area 4: UF Policies Shaping This Course

This course is aligned with the UF policies below.

- Contact Hours: "Contact Hours" refers to the hours per week in which students are in contact with the instructor, excluding office hours or other voluntary contact. The number of contact hours in this course equals the number of credits the course offers.
- Workload: As a Carnegie I, research-intensive university, UF is required by federal law to assign at least 2 hours of work outside of class for every contact hour. Work done in these hours may include reading/viewing assigned material and doing explicitly assigned individual or group work, as well as reviewing notes from class, synthesizing information in advance of exams or papers, and other self-determined study tasks.
- Accommodation for Student with Disabilities: Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center by visiting <https://disability.ufl.edu/students/get-started/>. This class supports the needs of different learners; it is important for students to share their accommodation letter with their instructor and discuss their access needs as early as possible in the semester.
- Statement Regarding Evaluations: Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available from [the Gatorevals website](https://gatorevals.aa.ufl.edu/students/) [_\(https://gatorevals.aa.ufl.edu/students/\)_](https://gatorevals.aa.ufl.edu/students/). Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via [the evaluation system](https://ufl.bluera.com/ufl/so-eng.htm). [_\(https://ufl.bluera.com/ufl/so-eng.htm\)](https://ufl.bluera.com/ufl/so-eng.htm) Summaries of course evaluation results are available to students at the [public results website](https://gatorevals.aa.ufl.edu/public-results/) [_\(https://gatorevals.aa.ufl.edu/public-results/\)_](https://gatorevals.aa.ufl.edu/public-results/).
- Statement Regarding Course Recording: Our class sessions may be audio visually recorded for students in the class to refer back to and for use of enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate verbally are agreeing to have their voices recorded. If you are unwilling to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.
- Statement Regarding Course Recording by Students: Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2)

in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor. A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session. Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

× Area 5: Additional Course Policies and Information

The following are additional policies that shape my approach to teaching.

- *UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (sccr.dso.ufl.edu/process/student-conduct-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.*
- *In this class, students are allowed to work with other students on the homework problems, but this must be acknowledged in your written submissions. Students are **not** allowed to collaborate on the mid-term exams.*

- *Due to the still unusual circumstances under which the Fall semester will take place, I will not grade by attendance of the in-person or Zoom lectures (I find it unreasonable to punish students for an interruption in internet service, for example, if they cannot attend in-person for e.g. medical reasons). However, students will be expected to make an effort to maintain at least a reasonable presence in the in-person or virtual classroom, e.g. via discussion posts and Zoom meetings in order to participate effectively in the class.*
- *Physics is practiced and advanced by a scientific community of individuals with diverse backgrounds and identities and is open and welcoming to everyone. The instructional team recognizes the value in diversity, equity and inclusion in all aspects of this course. This includes, but is not limited to differences in race, ethnicity, gender identity, gender expression, sexual orientation, age, socioeconomic status, religion and disability. Students may have opportunities to work together in this course. We expect respectful student collaborations such as attentive listening and responding to the contributions of all teammates.*

Physics, like all human endeavors, is something that is learned. Our aim is to foster an atmosphere of learning that is based on inclusion, transparency and respect for all participants. We acknowledge the different needs and perspectives we bring to our common learning space and strive to provide everyone with equal access. All students meeting the course prerequisites belong here and are well positioned for success.

Additional UF Policies and Resources

× University Police

The UF police are together for a safe campus. 392-1111 (or 9-1-1 for emergencies)
(<https://career.ufl.edu/>) (<http://www.police.ufl.edu/>) (<http://www.police.ufl.edu/>)

× Career Connections Center

Career Connections Center [_\(https://career.ufl.edu/\)_](https://career.ufl.edu/) (352-392-1601 |

CareerCenterMarketing@ufsa.ufl.edu [_\(mailto:CareerCenterMarketing@ufsa.ufl.edu\)_](mailto:CareerCenterMarketing@ufsa.ufl.edu))

connects job seekers with employers and offers guidance to enrich your collegiate experience and prepare you for life after graduation.

× Counseling and Wellness Center

Counseling and Wellness Center [_\(https://counseling.ufl.edu/\)_](https://counseling.ufl.edu/) (352-392-1575) provides counseling and support as well as crisis and wellness services including a **variety of workshops** [_\(https://counseling.ufl.edu/services/gw/workshops/\)_](https://counseling.ufl.edu/services/gw/workshops/) throughout the semester (e.g., Yappy Hour, Relaxation and Resilience).

× Dean of Students Office

Dean of Students Office [_\(https://dso.ufl.edu/\)_](https://dso.ufl.edu/) (352-392-1261) provides a variety of services to students and families, including **Field and Fork** [_\(https://dso.ufl.edu/areas_services/hitchcock-field-fork-pantry/\)_](https://dso.ufl.edu/areas_services/hitchcock-field-fork-pantry/) (UF's food pantry) and **New Student and Family programs** [_\(https://dso.ufl.edu/areas_services/new-student-family-programs/\)_](https://dso.ufl.edu/areas_services/new-student-family-programs/)

× Disability Resource Center

- **Disability Resource Center** [_\(https://disability.ufl.edu/students/get-started/\)_](https://disability.ufl.edu/students/get-started/) (**DRCaccessUF@ufsa.ufl.edu** [_\(mailto:DRCaccessUF@ufsa.ufl.edu\)_](mailto:DRCaccessUF@ufsa.ufl.edu) | 352-392-8565) helps to provide an accessible learning environment for all by providing support services and facilitating accommodations, which may vary from course to course. Once registered with DRC, students will receive an accommodation letter that must be presented to the instructor when requesting accommodations. Students should follow this procedure as early as possible in the semester.

× Multicultural and Diversity Affairs

Multicultural and Diversity Affairs [_\(https://multicultural.ufl.edu/\)_](https://multicultural.ufl.edu/) (352-294-7850) celebrates

and empowers diverse communities and advocates for an inclusive campus.

× Office of Student Veteran Services

Office of Student Veteran Services [\(http://veterans.ufl.edu/\)](http://veterans.ufl.edu/) (352-294-2948 | vacounselor@ufl.edu (<mailto:vacounselor@ufl.edu>)) assists student military veterans with access to benefits.

× ONE.UF

ONE.UF [\(https://one.ufl.edu/\)](https://one.ufl.edu/) is the home of all the student self-service applications, including access to:

- **Advising** [\(http://www.ufadvising.ufl.edu/\)](http://www.ufadvising.ufl.edu/)
- **Bursar** [\(http://www.fa.ufl.edu/bursar/\)](http://www.fa.ufl.edu/bursar/) (352-392-0181)
- **Financial Aid** [\(https://www.sfa.ufl.edu/\)](https://www.sfa.ufl.edu/) (352-392-1275)
- **Registrar** [\(https://registrar.ufl.edu/\)](https://registrar.ufl.edu/) (352-392-1374)

× Official Sources of Rules and Regulations

The official source of rules and regulations for UF students is the **Undergraduate Catalog** [\(https://catalog.ufl.edu/UGRD/\)](https://catalog.ufl.edu/UGRD/) and **Graduate Catalog** [\(http://gradcatalog.ufl.edu/\)](http://gradcatalog.ufl.edu/). Quick links to other information have also been provided below.

- **Student Handbook** [\(https://dso.ufl.edu/resources/student-handbook/\)](https://dso.ufl.edu/resources/student-handbook/)
- **Student Responsibilities** [\(https://catalog.ufl.edu/UGRD/student-responsibilities/\)](https://catalog.ufl.edu/UGRD/student-responsibilities/), including academic honesty and student conduct code
- **e-Learning Supported Services Policies** [\(https://elearning.ufl.edu/supported-services/\)](https://elearning.ufl.edu/supported-services/) includes links to relevant policies including Acceptable Use, Privacy, and many more
- **Accessibility** [\(https://accessibility.ufl.edu/\)](https://accessibility.ufl.edu/), including the Electronic Information Technology Accessibility Policy and ADA Compliance
- **Student Computing Requirements** [\(https://it.ufl.edu/policies/student-computing-requirements/\)](https://it.ufl.edu/policies/student-computing-requirements/), including minimum and recommended technology requirements and competencies