

SYLLABUS - POLICIES
Economics 10200
Principles of Macroeconomics
Spring Quarter 2022

Guests/Class Visitors

Economics is awesome! If you have a friend who wants to sit in on this class to see what Economics is about (or visiting family, etc.) they are welcome to sit in on the class as long as: (1) you accompany them, (2) they are not disrupting or distracting the class, and (3) they fully abide by the campus COVID policy. Feel free to introduce them to me before the class starts so I don't accidentally call on them.

Email



I respond to email within two **business days** (Monday-Friday, 9am-5pm). Do not expect a response faster than that, or outside of those hours. If I don't respond within this time frame it means I did not receive or notice your email, so please send a follow-up. If the thought of emailing a professor makes you anxious (or you spend hours composing the email) this [guide](#)¹ summarizes best-practices for emailing me (different disciplines and instructors have different email expectations). I reserve the right to not respond to a question that is answered on the (1) syllabus, (2) assignment sheet, (3) discussion board, (4) in-class or (5) Canvas announcements; make sure you clearly communicate in your email that you have checked those.

Technology Statement

You may use a laptop, tablet, or other device in class. You may not use a device for any purpose unrelated to our class. Do not impede the learning environment of others by watching videos, reading emails, scrolling through social media, etc. All devices should be silenced, and cell phones put away, except for instances when I ask you to use them for an activity. I am easily distracted by the sound of a vibrating cellphone. If there is an urgent need to leave your cell phone on, such as a family emergency or an internship/ job interview, sit near the back of the class so that you can step outside with minimum disruption. Due to privacy laws, any private audio or visual recording of a class, discussion session, or office hours is not allowed unless requested by SDS.

I am deeply committed to facilitating your learning process and, in support of that, evaluating your progress. The following pages contain detailed course policies and expectations, which have been refined to support your learning success. The information here is of equal importance to the Syllabus Core & Syllabus Resources documents, all of which are posted to Canvas. These policies are meant to demystify the learning process and to clarify my expectations, which may be different or may not be explicit in your other courses.

Attendance & Participation

"Not attending class is like renting a hotel room then sleeping on the street."

- Unknown

I am not personally disappointed or offended if you choose to not attend class: your time is scarce and limited, and on occasion, optimizing your utility may require giving other things (like sleep!) more attention.

Instead, I expect you to be engaged when you attend and participate in class and discussion sections as much as you are able. If you are unable to attend, it is your responsibility to review class material or obtain lecture notes in a timely manner that approximates standard class structure.

Be aware that spending time sleeping, checking email, doing homework for another class, or texting with a friend while attending class, is a version of "busy work" that gives you the illusion of spending time on this class. However, it is the equivalent of not attending at all. If you have tasks that you deem more important than being present in class, optimize and do not attend.

Course Announcements & Additional Materials

Announcements are sent through Canvas; all additional material (readings, problem sets, etc.) will be placed on their indicated "Pages" on Canvas. All registered students are automatically enrolled in Canvas. **To automatically receive emails when I post an announcement "go to account> notifications" and set the relevant sections to "notify me right away"**. Please keep in mind that Canvas has a surveillance component that tracks and logs all your activity.

Expectations for online behavior

Behaviors such as Zoom bombing and trolling are violations of both privacy and campus standards of conduct. I expect the same standard of behavior as we would have in a classroom. Do not spam private or public chat windows.

Sharing of Images, Videos, or Files

If you share documents, files or emails associated with the course without permission (including but not limited to slides and answer keys), you may be violating privacy laws, copyright laws, Illinois eavesdropping laws, and/or FERPA. This may also apply to any manipulated videos, images, or files.

Bug Bounties

If you find an error in the course material, I will give you 0.5 points on the associated homework. For example, suppose there is a typo on Class Slide 1, which is covered in Homework 1: if you are the first to post on the "Bug Bounty" discussion board, you can get a bonus of 0.5 points on Homework 1. Bounties are available the entire quarter until the end of the final exam time slot for the class and can retroactively increase your homework score, even outside of the seven-day regrade window. Everyone in your homework group will benefit from the bug bounty. If you think you have found an error you **must** post it to the dedicated Bug Bounty discussion board so that (1) everyone knows that it has been found & claimed or (2) if it is not an error, everyone can understand why. I will decide whether the error warrants a bounty.

SUBMISSIONS

Submitting Work on Gradescope

GENERAL: All graded work will be submitted online through Gradescope.  The deadlines for various assignments are as listed in the class schedule. A “how-to-submit” video and detailed guide are available [here](#)². Instructions on how to submit assignments as a group on Gradescope are [here](#).³

Submissions are graded per question with student answers randomized and identities hidden (everyone’s “4a”, then “4b”, etc.). For this reason, it is impossible to “refer to answer for the preceding question” or “see graph for previous question”. If you find yourself referring to your answer for a prior question, include the graph/picture/etc. again.

HOMEWORK: The homework due date is **Friday 11:59pm Chicago time**. We will no longer answer questions about the homework after this time, however you can turn in the homework late and without penalty until **Saturday 11:59am Chicago time**. No additional late assignments will be accepted, nor will due dates be changed. There will be no exceptions to this rule for any individual student, though in extreme cases I may grant it for the class (for example, if Gradescope is down for 24 hours).

Gradescope has native TeX integration: if you type x_i^2 it will appear as x_i^2 – the dollar signs indicate an equation environment. Make sure your pictures are clearly visible and correctly oriented. You should only submit the images relevant to the question you are answering (not answers to other questions): crop images to ensure this.

QUICK RESPONSE EXERCISES: Your short answers should be submitted on Gradescope by 10pm on the day of class.

QUIZZES: Quizzes will be administered in-person during the discussion section. Due to the high frequency of cheating when given online, quizzes will be in-person unless *all* teaching is remote. Quizzes will be uploaded to Gradescope for grading and returned via Gradescope.

Technical Error Regrades

You can claim two regrades for “Technical Errors”. This is different from the unlimited general regrades, see below. A “Technical Error” occurs when you submit an answer on time, but due to an error you made it was invalidated for grading. Key aspects of a technical error request are that we have your answer, and it was submitted by the required deadline. *Example:* On one assignment, you uploaded the swapped two image files for a question (you placed the graph for question 1 on question 2). On another assignment, all your images were upside down. These represent two different technical errors. Important: We will not regrade any portion of work that is not submitted by the deadline. If you submit the same image for every question, you cannot use a technical regrade to submit the correct image for each question later. Late or forgotten assignments are not covered under technical regrades.

General Regrades

Grading errors happen! Any possible grading errors must be brought to my attention using the Gradescope “Request Regrade” feature for the relevant question within 7 days of the return of the assignment. If necessary, this will trigger the regrade for the entire class. After 7 days, regrades will not be allowed. This is to encourage you to review your assignment immediately.

By making a regrade request the burden is placed on you to show that an error was made in grading. Specifically, you need to demonstrate that your answer satisfied all of the components in the answer key or presented a reasonable different interpretation of the question. There will be no discussion about the number of points that were deducted.

To improve the chance of a successful regrade request, you must give a concise explanation of why your answer is consistent with the correct answer from the posted answer key. If it is not clear that you have reconsidered your answer in the context of the correct answer, your regrade request will automatically be denied without further consideration

HOMEWORK AND QUICK RESPONSE EXERCISES will not be re-scheduled in the event of a disruption. Instead, excess points are available throughout the quarter. Note that almost all homework assignments can be completed at least 48 hours ahead of their deadlines and turned in online.

QUIZZES: Everyone can submit 6 quizzes and have only the top 4 quiz scores count: this allows you to skip a quiz whether your reason is religious accommodation, illness, exhaustion, or scheduling conflict.

- Whether I accommodate any request is my decision. Keep in mind that granting accommodations not only requires the “obvious” resources, but also extra work from the TA, the grader, and myself. Without enough advance notice (usually 2 weeks), we may be *physically unable* to grant accommodations even if we want to (insufficient time to write a comparable exam, violation of time in labor contracts, etc.). Poor planning is not a reason for me to inconvenience the TA, the grader, and myself for your accommodation.

ACCOMODATIONS

Policy on Technical Difficulties

Waiting until the last minute to submit the work is inevitably when things go wrong. All parts of this course are designed with a 24-hour margin of error, which means you should be able to finish and submit all work 24 hours before it is due. Examples of technical difficulties include but are not limited to: being unable to reduce the file size sufficiently, not knowing how to submit assignments, forgetting to upload a file, internet going down, etc. I cannot and/or will not help you if you have technical difficulties, so do not email the TA or me. **You should use the “help” feature on Canvas (in the grey sidebar) for Canvas-specific issues.** The Canvas Support staff is available 24/7/365. If you have problems on Canvas, also use the “report a problem” feature in that same menu. **Gradescope has a “contact us” email in their FAQ section.** Technical difficulties are usually not a reason for a regrade or an extension, though I may make an exception to this if you email me 48 hours in advance of a potential issue. Let me know ahead of time if there is any chance of a problem.

The following will automatically result in a zero score for either the homework assignment or question, as applicable (non-negotiable, no exceptions except as described in Technical Regrades):

- a) You do not turn in the assessment through Gradescope (If you email it to the TA or me, it will not be considered submitted).
- b) Uploaded files will not open or cannot be read due to poor quality.
- c) You submit the wrong file. We will grade the version of the file you submitted; even if it is not the version you intended to submit. You can re-upload and change your answers until the assignment deadline.
- d) You do not submit the answer associated with the question. For example: you submit your entire homework file for every question.

Disruption Accommodation

The design of this course allows you to skip two weeks with no negative impact on your grade: Do not skip assessments under the assumption you will not need that grace period. Any requests for accommodation beyond those listed must include a clear explanation as to why the above accommodations are not enough. In *almost* all circumstances, there will be no additional accommodations provided beyond that which is already built into the course.

COLLABORATION/CHEATING/PLAGIARISM

As a general guideline, submitting any portion of someone else’s work as your own is considered academic dishonesty. Non-exhaustive examples of this include: using answer keys, exams, or homework assignments from other classes (past or concurrent) to study or derive your answers; or obtaining an answer from someone not currently enrolled in the course (i.e., buying a homework or quiz aide, farming the answer on a non-class discussion board, etc.).

- **HOMEWORK: You are allowed to submit homework assignments in groups of any size.** Submit a single assignment and add your group members using Gradescope features. I will not assign or supervise groups – if anything goes wrong, you need to sort it out (for example, if your name was not included on the assignment). Even if you decide to submit your own homework assignment, collaboration and discussion of homework assignments with currently enrolled members of the class is allowed and encouraged! Homework collaboration may result in identical answers so identical homework assignments will not be penalized. Use of past homework assignments is cheating. Homework cannot be used as evidence of understanding material if contesting grades.
- **QUICK RESPONSE EXERCISES (QRE):** You may not simply submit a screen capture or photo of the solution presented in class. Since QREs are intended to be collaboratively solved during live class, it is impossible to distinguish collaboration from plagiarism.
- **QUIZZES:** Given the collaborative nature of the other assignments, quizzes represent the only measure of an *individual’s* ability to satisfy the measured objectives of this class. Therefore, **your quizzes must represent only your own mastery of the material free of any unapproved external resources (including unwarranted extra time).** Any unapproved external resource that can distort your measure of understanding relative to the class is strictly prohibited. See the information sheet for more detail. If you are discovered to have used an unapproved external resource, I will assume it was done intentionally to cheat: if you plan to use an unapproved resource, discuss it with me first.
- **CONSEQUENCES:** If you are caught trying to distort measurement I will assign you (and group members) a 0 for that assessment *and every prior assessment of the same type* (for example, all group members get a zero for every prior homework assignment). Your case will also immediately be referred to the Dean of Students for additional, formal University of Chicago disciplinary action – I will not warn you of my referral. For extreme first-time or repeat offenses, the disciplinary committee can decide that the consequence of your choice to cheat is expulsion from the University. That can mean deportation from the country for students on visas, failure to graduate for last quarter seniors, or needing to repay financial aid. No matter how much sympathy I may hold for your reasons, I will report any-and-all instances of cheating regardless of the potential cost to you.

Family Educational Rights & Privacy Act

FERPA is a federal statute that, guarantees privacy over certain aspects of your educational records. You can view the details of the policy [here](#)⁴.

Your attendance means, you agree to be recorded. Note that in some situations photographing, recording, or broadcasting parts of class, discussion sections, or office hours without permission will violate not only various privacy or eavesdropping laws, but also the FERPA statute.

Responsible Employees

All University of Chicago faculty and TAs are classified as “responsible employees”; they are required to report any discussions of sexual misconduct, including the identities of the student making the complaint and alleged perpetrator. You will receive an email once a report is filed but are not obligated to meet with anyone or engage in the process. In contrast, Confidential Resource Individuals do not have to share identifying information. Find more information, including phone numbers, [here](#)⁵.

Workload Statement

This course adheres to The University of Chicago’s standard expectations for workload: students should spend an average of 10 hours a week outside of class time and discussion engaging with the material (including class time, **the expected total is approximately 14 hours per week**).

Do not confuse “sitting with the book open” as “engaging the material”. Recognize this is an *average* expectation, and the deviation can be large. Your course grade will not be adjusted based upon how many hours you report working on the material: you can spend many hours, and still not achieve the level of understanding required for a passing grade.

Diversity Statement

The University of Chicago is committed to diversity and rigorous inquiry that arises from multiple perspectives. I share this commitment: we have the highest quality interactions and solve problems more creatively when we recognize and share our diversity of perspectives. I expect to maintain a productive learning environment based on open communication, mutual respect, and non-discrimination among students, teaching assistants, support staff, and myself as the lead instructor of the course, even as we may engage in strenuous and critical debates.

Any suggestions promoting a positive and open environment are appreciated and given serious consideration: there can always be a gap between my intention and reality. Correct me on your preferred name, pronunciation, and gender pronouns if needed. If we are meeting using Zoom, remember to update your display name on Zoom to reflect your preferred salutation. You can change the name displayed in Zoom by right-clicking on your video and selecting “rename”. Pronunciation guides are always appreciated.

Personal Recording or Distributing Audio, Video, or Photographs

The Recording and Deletion Policies for the current academic year can be found in the Student Manual under [Petitions, Audio & Video Recording on Campus](#)⁶.

- Do not record, share, or disseminate any course sessions, videos, transcripts, audio, or chats.
- Do not share links for the course to those not currently enrolled.
- Any Zoom cloud recordings will be automatically deleted 90 days after the completion of the recording.

COVID-19

I have designed this class so that no assignment or deadline needs to change if we must switch to hybrid or online-only instruction this quarter. All course-specific office hours will be online-only for the entire quarter.

The University’s [GoForward website](#) has COVID updates relevant to the campus community. All students on campus are required to adhere to the guidelines in the [UChicago Health Pact](#). Any concerns over inappropriate PPE usage, physical distancing, cleaning/disinfection, or other COVID-19 related public health concerns should be directed to [UCAIR](#). If there is an emergency, call 773-702-8181 or dial 123 on any campus phone. If you are potentially exposed to COVID-19 or your COVID-19 test results come back positive, immediately notify via email to: C19HealthReport@uchicago.edu.

Students who *have* been exposed to, or who are experiencing symptoms of COVID-19, should immediately contact both [UChicago Student Wellness](#) (for testing) and the area Dean of Students (to request accommodations for classes). These students are expected to follow current University quarantine and isolation policies to determine their return to class.



¹ Emailing guide <https://www.wikihow.com/Email-a-Professor>

² Gradescope (Get Started) https://www.gradescope.com/get_started#student-submission

³ Group Assignments on Gradescope <https://help.gradescope.com/article/m5qz2xsnjy-student-add-group-members>

⁴ FERPA <https://registrar.uchicago.edu/records/ferpa/>

⁵ Responsible Employees <https://equalopportunityprograms.uchicago.edu/title-ix/confidential-resources/>

⁶ Petitions, Audio, and video Recording on Campus <https://studentmanual.uchicago.edu/administrative-policies/additional-administrative-regulations/petitions-audio-video-recording-on-campus/>