

TERMS AND CONDITIONS FOR BUILDING MATERIALS 1 FOR ACADEMIC YEAR 2021/2022

In connection with preventing the spread of SARS-CoV-2 virus on the Faculty of Civil Engineering of the Warsaw University of Technology, the following Regulations of the Building Materials 1 course are introduced:

§1 Organization of classes

1. The Building Materials 1 course (laboratory and lecture) can be attended by students listed on the dean's groups lists.
2. Due to the epidemic situation, the classes may be carried out in a stationary, remote or hybrid mode.
3. Stationary classes are held in laboratory rooms 530 and 536. The detailed schedule of classes is available at PELE educational platform (<https://pele.il.pw.edu.pl>).
4. The on-line classes are conducted remotely during the hours specified in the schedule through the Ms Teams application/website and the PELE educational platform (<https://pele.il.pw.edu.pl>) or Moodle ePW (<https://moodle.usos.pw.edu.pl>). For this purpose, at the beginning of the semester, within the MS TEAMS application, a proper team is created to which students from the dean's group list and the teacher are attached. The students are simultaneously attached to the course page on PELE or Moodle ePW.
5. The team (Ms Teams) and the course website (PELE or Moodle ePW) are used to organize the course on an ongoing basis. Through them, teaching materials, information and verified learning outcomes are made available.
6. For ongoing communication between students and teachers following methods are recommended: e-mail, remote consultations in the form of videoconferences or chat in the Ms Teams and/or the forum on the course website (PELE or Moodle ePW).
7. To pass the Building Materials 1 – Laboratory (obtain a positive grade), the following conditions must be met:
 - attendance at all laboratory classes (except excused absences);
 - passing the reports from all laboratory classes;
 - Test 1 positive grade;
 - Test 2 (“metal materials”) positive grade.
8. The exam in the subject takes place in the fall/winter semester and covers the scope of courses Building Materials 1 and Building Materials 2.
9. The subject Building Materials 1 – Laboratory is divided into two parts. First part of the subject (classes No 1-10 and class No 15) is realized in the Department of Building Materials Engineering. The second part of the subject (classes No 11-14) is realized in The Department of Concrete and Steel Structures. The detailed scope and schedule of the subject will be presented on the first class.
10. Students are obliged to get familiar with “Terms And Conditions for Building Materials 1” and any comments may be submitted by e-mail to the head of the course until the second class in the semester. After this time, it is assumed that students know the content of the regulations and undertake to apply them.

§2 Attendance at classes

1. Attendance at laboratory classes is obligatory.

2. During laboratory classes, students are recommended to have their own working clothes, e.g. an protective apron. If any clothing is damaged, Warsaw University of Technology shall not be held responsible for it.
3. In accordance with the WUT Rector's Regulation, it is recommended to disinfect hands before each class and as needed during class.
4. In the case of classes held in the remote mode (online), the student is obliged to join a proper meeting conducted through Ms Teams during the course hours resulting from the timetable.
5. A delay of more than 15 minutes results in absence from classes.
6. In case of absence from remote (online) laboratory classes, the student has the opportunity to take part and pass the class in another dean's group. In order to do so, student must join a meeting organized through Ms Teams during the laboratory classes of another group.
7. In case it is not possible to take classes in another group, student is obliged to present an appropriate excuse of absence, learn the material/knowledge covered by the missed classes and give an oral answer or perform additional homework in order to check his/her knowledge by the laboratory lecturer.
8. Unexcused absence from laboratory classes results in failure to pass the subject Building Materials 1 – Laboratory and whole course of Building Materials 1.

§3 Exam

1. The exam in the subject takes place in the fall/winter semester and covers the scope of courses Building Materials 1 and Building Materials 2.

§4 Test 1

1. The student may take the Test 1 for the first time during the class No 10.
2. The first attempt to take the Test 1 can be performed in a stationary mode (written form) or remote mode (test performed simultaneously on PELE educational platform and Ms Teams with a camera and microphone on).
3. The re-take of the Test 1 is oral in the remote mode (date for individual arrangement with the teacher).
4. The test is graded as following:
 - a) < 50% of the maximum number of points – grade 2,0 (failure to pass the test);
 - b) 50,1-59,9% of the maximum number of points – grade 3,0 (minimal positive grade);
 - c) 60,0-69,9% of the maximum number of points – grade 3,5;
 - d) 70,0-79,9% of the maximum number of points – grade 4,0;
 - e) 80,0-89,9% of the maximum number of points – grade 4,5;
 - f) >=90,0 of the maximum number of points – grade 5,0.
5. The percentage of the maximum number of points is rounded down to one decimal place for the purposes of the assessment.
6. The student can view his/her test after the assessment. The student obtains access to the test on the terms provided for information to students no later than during the last classes in the semester.
7. The teachers provide the grades from the test via USOS, immediately after they are issued.

§5 Laboratory Reports

1. Each student is obliged to prepare reports from laboratory classes on his/her own. The reports from all laboratory classes conducted during the semester should be saved in the .docx or .pdf format

and sent in the manner indicated by the course teachers at the latest on the last day of classes in the given semester.

2. Reports are assessed on a scale of 2.0 – 5.0. The report is considered passed, provided that it has been assessed with a grade of at least 3.0.
3. Reports should be prepared and submitted in the form provided by the teacher during the first laboratory classes.
4. Each report should be signed by hand or electronically and provided by the student with the following clause: "I declare that this work, constituting the basis for recognizing the achievement of the learning outcomes in the subject Building Materials 1, was done by me myself".
5. The student has the right to correct failed reports within the time limit provided for information to students no later than during the first class indicated by the teacher conducting the course. The student corrects the reports based on the comments made by the teacher.

§6 Test 2

1. Test 2 is conducted during the last lecture on Building Materials 1.
2. Test 2 is a single-choice test, for which you can get max. 10 points. The time of closing and submitting the test will be predefined and automatically determined. During the test, students are required to turn on the camera and microphone.
3. The evaluation criteria for the results of the test are as follows: 10 points – grade 5.0; 9 points – grade 4.5; 8 points – grade 4.0; 7 points – grade 3.5; 6 points – grade 3.0; ≤ 5 points - grade 2.0 (failure to pass the test).
4. The person conducting the course provides students with checked and assessed works immediately after the grades are issued.
5. Students are allowed to one correction of the Test 2. The test is re-taken remotely in the same form as in the first term, via Ms teams. The date of the re-take test (in the exam session) is set by the teacher with the students interested in the correction.

§7 Building Materials 1 – Laboratory – grade

1. The grade for the reports is the arithmetic mean of all assessed reports, provided that all reports are passed and that all laboratory classes are completed, except for excused absences.
2. The final grade for the laboratory is weighted average calculated on the basis of positive grades for the reports and grades from the Test 1 and Test 2 according to the following formula:

$$\textit{Final grade} = 0.2 \cdot \textit{Report grade} + 0.7 \cdot \textit{Test 1 grade} + 0.1 \cdot \textit{Test 2 grade}$$

3. The teacher has the right to adjust the final grade ± 0.5 depending on the student's preparation for the classes and his/her activity.

§8 Rules for repeating the subject

1. In the event of failure to complete the laboratory classes in the current academic year, the student is obliged to repeat the entire course in order to obtain a positive total grade.