Course Regulations
Mechanics of Structures 2 (MoS2)
First Degree (B.Sc.) studies, academic year 2020/2021

Course on the Mechanics of Structures 2 (MoS2) is held during the sixth (summer) semester of First Degree (B.Sc.) studies at the Faculty of Civil Engineering in the amount of
lectures – 30 hours
tutorial meetings – 15 hours
project meetings – 15 hours

Paragraphs effective during the remote learning process are marked with an asterisk (*)

1. Lectures

1.1. Lectures are carried out according to the fifth semester schedule.
1.1.* During the remote learning process lectures are carried out via MS Teams.
1.2. Students should attend the lectures. Short test will take place during one of the lectures. Grade for this test influences the grade for the final exam (see Sec. 4 of the Course Regulations).
1.3 Students may record sound and image during lectures only upon the consent of the lecturer. Should such consent be granted, the recorded materials may not be made publicly available.

2. Tutorial/project meetings

2.1. The following requirements are mandatory for taking the tutorial/project part of the MoS2 course: a) valid grades for the tutorial/project part of the course on Mechanics of Structures 1 and valid overall grade for the course on Theoretical Mechanics; b) registration in the USOS system on the lists for tutorial meetings (CWI) and project meetings (PRO).
2.2. Tutorial/project meetings are carried out according to the sixth semester schedule.
2.2.* During the remote learning process meetings are carried out via MS Teams.
2.3. Tutorial/project meeting attendance is controlled. Justification of non-attendance is not required, however absence from three meetings may result in dropping the student from the course roster.
2.4. Students are obliged to pass all tests and to complete and defend all parts of the project. Short tests may be organized during the meetings. Grades for these tests influence the grade for the tutorial part.
2.5. Deadline for submitting and defending the homework project are set in Annex 1. Projects are defended during instructor's office hours. Details of the solution and its presentation are evaluated together with the general knowledge relevant to the topic covered by given part of the project. Homework projects are graded according to principles set in Sec. 4. of the Course Regulations.
2.5.* Additional rules set in Annex 2* apply during the remote learning process.
2.6. Test schedule is shown in Annex 1. At least a satisfactory grade ("3") for each test is necessary for completing the tutorial part of the course. Main date and two resit ones are appointed for each test. The second resit date of a given test coincides with the main date of the next one. Students who fail in one test will be able to take the test of last resort. Students who fail in two tests are not allowed to take the test of last resort. Consequently, these students will have to re-take the entire tutorial/project part of the course.
2.7. Rules set in Annex 2 apply during the tests.
2.7.* During the remote learning process, rules set in Annex 2* apply during the tests.
2.8. Each student should have her/his own, handwritten and complete, lecture notes with solutions to problems assigned for self-study. Notes have to be signed by the lecturer prior to the date set in paragraph 2.9.
2.8.* During the remote learning process, lecturer's signature is not required.
2.9. The tutorial/project final date is 30.06.2021. If either the tutorial or project part of the course is not passed prior to this date, it is necessary to retake the whole course.
2.10. Final grades for the tutorial/project part of the MoS2 course obtained in the academic year 2019/2020 entitle to take the examination in the winter exam session in the academic year 2020/2021 at the latest.

2.11. Final grades for the tutorial/project part of the MoS2 obtained in previous academic years are invalid and do not entitle to take the examination in the current examination of the course. Students whose tutorial/project grades are expired are obliged to retake the entire MoS2 course.
2.12. Students may record sound and image during classes only upon the consent of the course tutor. Should such consent be granted, the recorded materials may not be made publicly available.

3. Final exam

3.1 The final exam on MoS2 is open for all students registered in the USOS system on the list for the lecture (WYK) and having: a) overall grades for courses on Mechanics of Structures 1 and Theoretical Mechanics; b) final degree for the tutorial/project part of the MoS2 obtained in the academic year 2019/2020.
3.2 Examination dates are set by the Dean.
3.3 Students are entitled to take examinations within the period of validity of final grades for the tutorial/project part of the course on MoS2. If the exam is not passed during this time, it is necessary to repeat the entire MoS2 course.
3.4 Students who wish to take an exam need to declare it by signing up for it through the USOSweb system. Students who do not sign up for the exam will be refused to take it.
3.4.* During the remote learning process, students who wish to take an exam need to declare it by joining an exam team in MS Teams. Students who do not join the exam team will be refused to take it.
3.5. Rules set in Annex 2 apply during the exam.
3.5.* During the remote learning process, rules set in Annex 2* apply during the exam.
3.6. Examination consists of two parts: written and oral. Both parts of the exam is obligatory. Students who pass the written part (see Sec. 4 of the Regulations) get through to the oral one. Oral part of the exam is organized on a date appointed during the written part. Substantial knowledge of student's own lecture notes is required for taking the oral part of the exam. In case of failing in the oral part student has to retake the whole exam.

4. Grades

4.1 Evaluation of the tutorial part of the course is based on the scheduled and short test grades. The final grade for the tutorial part is entered in the USOS system and student's record book ("indeks").
4.2. Evaluation of the project part of the course is based on the project grades and defense grades. The final grade for the project part is entered in the USOS system and "indeks".
4.2.* During the remote learning process entering the grade in the "indeks" is not required.
4.3. Evaluation of the exam is a two-step procedure:

a. In step 1, grade for the written part is calculated as

$$p = 0.5*(p1 + p2),$$

where:
$p1$ – grade for problem 1,
$p2$ – grade for problem 2.
Students obtaining at least the satisfactory grade ($p \geq 3.0$) for the written part of the exam, must take the oral part.

b. In step 2, the oral part is graded. The final grade for the exam is determined as

$$e = 0.8*p + 0.1*k + 0.1*u,$$

where:
p – as above,
k – grade for the test during the lecture,
u – grade for the oral exam.

Obtaining at least a satisfactory grade for the oral part of the exam ($u \geq 3.0$) and at least a satisfactory final grade for the exam ($e \geq 3.0$) is a necessary condition for passing the exam. Should this requirement be satisfied, the final grade (e) is round to the nearest 0.5 and entered in the USOS system and "indeks".

4.3.* During the remote learning process entering the grade in the "indeks" is not required.

4.4. The overall grade for the course is assessed after the oral exam as an average of a tutorial/project grades and an exam grade rounded off to the nearest 0.5. The final grade for the course is entered in the USOS system and "indeks".

4.4.* During the remote learning process entering the grade in the "indeks" is not required.

5. Final provisions

5.1 Students pursuing the MoS2 course are obliged to read the course regulations. Comments may be submitted to the course coordinator by e-mail until 8.03.2021. After this date, course regulations are deemed to be known and accepted by all students of the course.

5.2 Other issues unmentioned in these Regulations should abide by the Academic Regulations of the Warsaw University of Technology.

Prof. Tomasz Lewiński
26 II 2021

Annex 1

TEST SCHEDULE

1.1	**1.2**	**1.3**			
		2.1	**2.2**	**2.3**	
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18.03	25.03	22.04	29.04	6.05	TBD

PROJECT SCHEDULE

Deadline for submitting the homework project: 16.06.2021
Deadline for defending the homework project: 30.06.2021

Annex 2

POLICY APPLICABLE DURING TESTS AND EXAMS
ON MECHANICS OF STRUCTURES
CONDUCTED IN THE CLASSROOM LEARNING PROCESS

1. All devices, except for items necessary to conduct an exam, must be turned off and placed in students' bags. All bags must be put near the wall of the classroom, out of students' reach.
2. If a student does not have a bag, he or she puts a turned-off device on an examiner's desk.
3. The examiner is not responsible for students' devices.
4. None of the devices which receive or transmit data can be used as watches or calculators.
5. Students are allowed to have on their desks only the items necessary for writing a test such as: a pen or sheets of paper. All sheets must be signed with a student's name, surname and "indeks" number.
6. Student must put on the desk her or his "index" or Student Identity Card or other ID document including student's photograph.
7. The examiner should prepare a list of students sitting the exam and check every student's identity.
8. In accordance with Academic Regulations, if it is established that the student works with external assistance or uses unauthorized materials or devices or violates any rule described herein, the student loses the right to pass the course being currently pursued.
9. If such a situation takes place during a test or exam, the failing grade is entered immediately into the protocol.
10. The examiner informs in a written or electronic form the Vice-Dean for Academic Affairs and the Vice Dean for Student Affairs about a student who violated this policy. Having discussed the case with the faculty students' union the deans take further disciplinary action against the student.

Annex 2*

POLICY APPLICABLE DURING TESTS AND EXAMS ON MECHANICS OF STRUCTURES CONDUCTED IN THE REMOTE LEARNING PROCESS

1. Verification of learning outcome is conducted on the MS Teams platform.
2. Verification can be conducted in either written form (written exam) or oral (project defence, oral exam).
3. Verification sessions are open for students who joined their team on the MS Teams platform.
4. Written exam is conducted on the general channel of the team. The date of written exam is set by the Dean in the examination period schedule.
   a. Students turn in solutions to exam problems via MS Teams.
   b. Format of the file with a solution is *.pdf.
   c. The following declaration on the own completion has to be attached to each solution:
      I declare that this piece of work which is the basis for recognition of achieving learning outcomes in the MoS2 course was completed on my own.
      First and last name _____
      Student record book number (Student ID number) _____
   d. Written exam is conducted according to the following time map:

start	problem no. 1 is posted in the *Assignments* (*Zadania*) tab on the general channel;
start + 50 mins.	deadline for solving problem no. 1;
start + 60 mins.	deadline for turning in the solution to problem no. 1 along with the Declaration; problem no. 2 is posted in the *Assignments* (*Zadania*) tab on the general channel
start + 110 mins.	deadline for solving problem no. 2
start + 120 mins.	deadline for turning in the solution to problem no 2 along with the Declaration

   e. Solution turned in after deadline, or submitted otherwise than via MS Teams (eg. e-mailed) is not evaluated.
5. Verification sessions are conducted on the designated channel on the date set by the teacher.
   a. Student's camera is switched on during the entire session.
   b. Student's identity is verified before commencing the oral verification session. For this, the student presents a valid ID card to the camera.
   c. Student who does not have access to a computer with a camera should apply to the Dean for an opportunity to use a hardware at the Faculty. Exam date set in agreement with the Dean.
6. In accordance with Academic Regulations, if it is established that the student works with external assistance or uses unauthorized materials or devices or violates any rule described herein, the student loses the right to pass the course being currently pursued.
7. If such a situation takes place during a test or exam, the failing grade is entered immediately into the protocol.
8. The examiner informs in a written or electronic form the Vice-Dean for Academic Affairs and the Vice Dean for Student Affairs about a student who violated this policy. Having discussed the case with the faculty students' union the deans take further disciplinary action against the student.