

1. [2% of final grade] Using your email client or webmail, send an email from your **Queen's email** (e.g., 8abc@queensu.ca or my.name@queensu.ca) to the instructor at `wburr@mast.queensu.ca` containing the following text with the personal information pieces filled in.

Hello, Dr. Burr,

My name is _____ and my student number is 1____. I have gone to the course webpage at <http://www.mast.queensu.ca/~wburr/APSC171J/> and have viewed the syllabus for the course. I understand that I must turn in all five assignments in order to pass the class, and I understand that there are steep late penalties for turning in assignments late. I further understand that assignments may only be turned in during one of the three classes each week, not through a mail slot or drop box.

I also understand that the tutorials are mandatory, and in particular will attend the tutorials in which quizzes will be written (weeks 3 and 5). I will wake up early enough to make the start time for the quizzes, even if it is 8:30am.

Cordially,
