

# MA16010 Course Syllabus (Traditional)

Fall 2021

**Course Website:** <http://www.math.purdue.edu/ma16010>

**Prerequisite:** MA 15400 C- or better, MA 15800 C- or better, ALEKS score of 75% or above, SAT math score of 600 or above, or ACT math score of 26 or above.

**Textbook:** No textbooks are required to be purchased. Course content will be provided to students online through LON-CAPA, free of charge.

**Homework Access:** Online homework access through LON-CAPA will be provided to students, free of charge.

**Discussion Board:** We will use Piazza for online discussion.

**Calculator:** A scientific calculator with a one-line display is required. ONLY THIS TYPE OF CALCULATORS WILL BE ALLOWED. NO EXCEPTIONS. Recommended is the TI-30Xa. If in doubt, please double check with your instructor. You are allowed to use but NOT to share the approved calculators on quizzes or exams.

**Homework:** Homework assignments will be assigned regularly. Each assignment is due at **11:00pm Eastern time** the following class day. There are **36 homework assignments with 3 points each**. The **four lowest** homework scores will be dropped.

**Note:** If you believe that a homework question is graded incorrectly after the answer is available, please send an email to [hdelgado@purdue.edu](mailto:hdelgado@purdue.edu). Any email appeal must have “homework appeal” in the subject line and must contain the student's full name, section number, assignment number, problem number, and a brief description of the issue. A grade adjustment will not be made if the student did not follow the instructions on how to input the math expressions in LON-CAPA.

**Quizzes:** There will be **12 quizzes total with 10 points each**. The **two lowest** quiz scores will be dropped. Quizzes will be announced ahead of time, and they will be given in class. They will be closed-book quizzes and students need to complete them independently. There will be no make-up quizzes. In extenuating circumstances, you may be exempted from a quiz.

**Exams:** There will be three midterm exams and a final exam. The final exam will be comprehensive, and it will cover the material from the entire course. All exams are course-wide, multiple-choice, machine-graded exams. The three midterms are all evening exams. The final exam information will be given later in the semester.

If there are any special circumstances that may affect your ability to successfully complete an exam (illness, family emergency, etc.), you must discuss the situation with your instructor before

taking the exam. Do not wait until after you take the exam to mention a situation to your instructor. Students cannot retake an exam.

**48-Hour Late Work Policy:** It is EXTREMELY important that students communicate with their instructors in a timely manner when they are not able to complete an assessment on time, which includes homework, quizzes, and exams. **Students need to make the first contact with their instructor regarding their situation within 48 hours (weekends and holidays included) after the assessment is due to be eligible for consideration for possible accommodation, unless they are not physically able to. This policy applies to ALL scenarios of late work.**

- **Documentation Required:** If a student has an extenuating circumstance for missing a deadline, we will do our best to make the accommodations needed based on the situation. Students are expected to provide supporting documentation for missing the deadline. We drop the four lowest homework and two lowest quiz scores to account for situations where a supporting document might not be easily available.
- **First Contact with Instructor:** The first contact with the instructor can be very brief if the student is not in a position to explain the situation in great detail. The student does not have to include a supporting document, such as a doctor's note, in the first contact if it is not yet available. Supporting documents can be provided later when they are available. The main purpose of the first contact is to make the instructor aware of the situation and the contact has to be made.

For example, HW 1 is due at 11pm on Wed, 8/25. If a student does not contact their instructor until after 11pm on Fri, 8/27, the student will not be granted an extension even if the student had an extenuating circumstance for missing the assignment and had a supporting document.

- **Confirm Sent Email:** To be sure that your email is actually sent out to your instructor, you can double check your sent box after you send the email. It will not be a valid reason for not sending the email on time because the student thought the email was sent out, but actually it was not.
- **Accommodations:** If the student contacts their instructor about their extenuating circumstance **within 48 hours** after the deadline and provides the necessary **supporting documentation**, the following accommodations will be given.
  - **HW:** An extension of the deadline will be given.
  - **Quiz:** The student will be exempted from the missed quiz (this quiz will not count towards the student's grade.)
  - **Exam:** A make-up exam will be scheduled for the student to take.
  - **Special Note about Missing an Exam:** If a student missed an exam with **no valid reasons** such as remembering the time or date wrong, the student will be given an

opportunity to take a make-up exam with a **20-point penalty**, provided that the student contacts their instructor within 48 hours after the exam.

**Extra Credit:** There will be 8 points of extra credit available for the semester. There will not be any other extra credit.

- Extra Credit 1 (2 points): Will be decided by each section instructor.
- Extra Credit 2 (2 points): Will be decided by each section instructor.
- Extra Credit 3 (2 points): Will be decided by each section instructor.
- Extra Credit 4 (2 points): Will be decided by each section instructor.

**Grades:** The course grade will be based on a total of 676 points.

Homework	96 points (3x32)
Quizzes	100 points (10x10)
Exam 1	96 points
Exam 2	96 points
Exam 3	96 points
Final Exam	192 points
Total	676 points

Final letter grades will be determined using the following grading scale. This grading scale has already incorporated a curve in it. There will not be any other curves. To ensure fairness to all students, we will **STRICTLY** follow the grading table below. No bump-ups will be given.

≥97%	A+
88-96.9%	A
85-87.9%	A-
82-84.9%	B+
75-81.9%	B
72-74.9%	B-
69-71.9%	C+
61-68.9%	C
58-60.9%	C-
55-57.9%	D+
48-54.9%	D
45-47.9%	D-
<45%	F

**Office Hours:** Most instructors hold their office hours in the Math Resource Room. The office hour schedule can be found on the course website. The schedule will be finalized after the first week of classes. You are strongly encouraged to utilize the office hours if you have any questions or need any help.

**Section Changes and Drops:** During the first week of classes, you can make section changes or drop the course yourself within myPurdue, and no signatures are required. From the second week until the deadline, you need to submit an electronic section change or withdrawal request on myPurdue. The last day to switch from a traditional (face-to-face) to the online section or vice versa is **Fri, 9/10**. The last day to switch between two traditional sections is **Tues, 10/26**.

**Quarantine/Isolation Due to COVID-19:** If you become quarantined or isolated due to COVID-19, you should contact your instructor regarding resources for remote learning if you are in a face-to-face section.

**Accommodations For Students With Disabilities:** Purdue University strives to make learning experiences accessible to all participants. If you anticipate or experience physical or academic barriers based on a disability, you are encouraged to contact the Disability Resource Center at [drc@purdue.edu](mailto:drc@purdue.edu) or by phone: 765-494-1247.

In this mathematics course accommodations are managed between the instructor, the student, and the DRC Testing Center.

If you have been certified by the Disability Resource Center (DRC) as eligible for accommodations, you should contact your instructor to discuss your accommodations as soon as possible. Here are instructions for sending your Course Accessibility Letter to your instructor: <https://www.purdue.edu/drc/students/course-accessibility-letter.php>

**Campus Emergency Procedure:** In the event of a major campus emergency, course requirements, deadlines, and grading policies are subject to changes that may be necessitated by a revised semester calendar or other circumstances beyond the instructor's control. Announcements regarding campus emergencies will be sent via course-wide emails and will be posted on the course webpage.

**Academic Dishonesty:** The Mathematics Department will not tolerate academic dishonesty of any sort. If academic dishonesty occurs, then grade penalties will be imposed, possibly to the extent of an "F" in the course. Additionally, all cases of academic dishonesty will be reported to the Office of the Dean of Students for disciplinary action (which may include probation, suspension, or expulsion). If you would like to report issues of academic integrity, you can report to the Office of the Dean of Students ([purdue.edu/odos](http://purdue.edu/odos)), call 765-494-8778, or email [integrity@purdue.edu](mailto:integrity@purdue.edu).

**Course Evaluations:** At the end of the semester, you will receive an official email from evaluation administrators with a link to online course evaluations. You will have two weeks to complete this evaluation. You are strongly encouraged to participate. Your feedback is vital to maintaining and improving the quality of education at Purdue University.

**Protect Purdue Classroom Guidance:** The [Protect Purdue Plan](#), which includes the [Protect Purdue Pledge](#), is campus policy and as such all members of the Purdue community must comply with the required health and safety guidelines. As Protect Purdue protocols continue to evolve, please follow the guidelines by the university as they update the policies.

Any student who has substantial reason to believe that another person is threatening the safety of others by not complying with Protect Purdue protocols is encouraged to report the behavior to and discuss the next steps with their instructor. Students also have the option of reporting the behavior to the [Office of the Student Rights and Responsibilities](#). See also [Purdue University Bill of Student Rights](#) and the Violent Behavior Policy under University Resources in Brightspace.

**Emergency Preparedness Summary:** A document about emergency preparedness can be found on the course website. Here is a summary:

- If an alarm is heard inside a building, immediately evaluate the building. Get a safe distance from the building. Remain outside the building until police, fire, or other emergency response personnel provide additional guidance or tell you it is safe to leave or return to the building.
- If an alarm is heard outside a building, immediately seek shelter in a safe location within the closest building. These types of alarms may indicate a tornado, a civil disturbance, or release of hazardous materials in the outside air. Remain inside the building until police, fire, or other emergency response personnel provide additional guidance or tell you it is safe to leave.
- In both cases above, you should seek additional clarifying information by all means possible such as through the Purdue University home page, email alert, TV, radio, etc.