

# MA 16100 Spring 2024

**Instructor/Coordinator: Dr. Daniel Johnstone**

**Meeting Times: MWF 4:30-5:20 in WTHR 200**

**Textbook: Calculus, Early Transcendentals, (Third Edition) by Briggs, Cochran, Gillett, Schulz.**

**Email: [johnstdl@purdue.edu](mailto:johnstdl@purdue.edu)**

**Office Hours: 1:30-3:30 MW, 1:30-2:30 F**

**Office: MA 438**

## General Information

### Lectures

Lectures will take place in-person 4:30-5:30 in WTHR 200. You are expected to attend every lecture and are responsible for all information, announcements and course information presented in lectures. Lecture recordings and lecture notes will both be posted regularly on the course Brightspace page.

### Recitations

Recitations take place in-person on Tuesdays and Thursdays. You are expected to attend every recitation session. Recitations are run by the Teaching Assistants. A recitation schedule including the time and location of each recitation including all TA emails is available at <https://math.purdue.edu/MA161>. Though attendance will not formally be taken, quizzes will take place during recitation and you must attend the recitation (the entire period) to complete your quizzes.

### Textbook and Homework

Homework will be completed online in the Pearson MyLab Math platform. **For this course you will need an access code for Pearson MyLab Math.** You do not need a physical textbook; a digital version of the textbook (eText) is included in Pearson MyLab Math. There is a two-week grace period before you must purchase an access code.

You can access Pearson MyLab Math either through the link on the Brightspace page or via the Pearson MyLab website directly. For help with registering see the following [linked video](#).

## **Brightspace**

Announcements and other important course information will be posted to the course Brightspace page. You are expected to check the Brightspace page regularly. Important information which can be accessed via Brightspace includes the following:

- All course announcements.
- The Course Calendar (which includes all homework due dates and a schedule of recitation quizzes and what sections they will cover).
- The link to the online Homework and eText in MyLab Math.
- Your grades (accessible via the Brightspace Gradebook).
- Your REC section number, TA's name, and TA's email (also accessible via the Brightspace Gradebook).

You can access instructions for using Brightspace at the following page under "Learner Resources": <https://www.purdue.edu/brightspace/Documentation.php>.

## **Course page:**

You can check [this page](#) for information about your lecture or recitation section. It will have your TA's name and contact information.

## **Course Calendar**

The course calendar is posted both on the Brightspace page and the course page. It contains a complete schedule of lecture topics as well as a schedule of all homeworks, quizzes and tests and what sections they cover.

## **Office Hours**

"Office Hours" are times for students to drop in to my office to get help and ask questions. Feel free to attend office hours even if you don't have any specific questions. Other meeting times than those listed are possible by appointment.

## **Email Policy**

Due to the large number of students in this class it is recommended that you email your TA for most questions, notably questions pertaining to deadlines, grading disputes, or technical issues. If your TA cannot answer your question they will forward it to me.

## **Calculator Policy**

Calculators are not allowed for exams or quizzes. You may use calculators for homework assignments. This being said, it is very important that you learn to do simple computations and manipulations by hand.

## **Math Resource Room**

The TAs will hold face-to-face office hours in the Math Resource Room (MRR). You can view the MRR hours [here](#).

## **Supplemental Instruction**

There are Supplemental Instruction (SI) study sessions available for this course. These study groups are open to anyone enrolled in this course who would like to stay current with the course material and understand the material better. Attendance at these sessions is voluntary, but extremely beneficial for those who attend regularly. Times and locations for the help sessions can be found here: [www.purdue.edu/si](http://www.purdue.edu/si) or on Brightspace. Students who attend these interactive sessions will find themselves working with peers as they compare notes, demonstrate, and discuss pertinent problems and concepts, and share study and test-taking strategies. Students are asked to arrive with their student ID card, lecture notes and questions to these informal, peer-led study sessions.

## **Important Dates**

Last day to drop a course without it on your record: Monday, January 22nd, 2024.

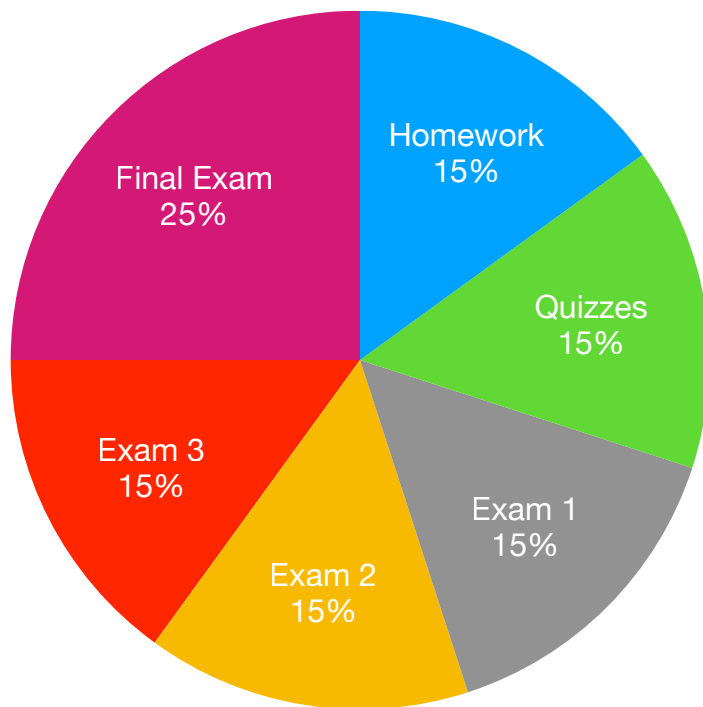
Last day to drop a course and receive a W: Friday, April 12th, 2024.

See [Spring 2024 Add/Drop Information](#) for more details.

# Grading and Course Content

## Grading

Your final grade will be calculated via the following breakdown. Total percentage grades will not be rounded.



Numerical Grade Breakdown

Course letter grade cutoffs will *at least* be as generous as the following.

Grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D
Cutoff	97	93	90	87	83	80	77	73	70	67	60

This is a college level class, and the grades are generally lower than what is typically seen in (U.S.) high schools. Please refer to the table above when assessing your progress in the class.

## Will there be a curve?

If the grading scale changes, it will be chosen so that the grade distribution is more consistent with past offerings of this course. Since TAs write and grade quizzes independently, students may be allocated some “extra credit” on the quiz category to make its median value similar across sections.

## **Outcomes**

The outcomes for students in MA 161 are as follows:

1. To compute limits and to apply limit laws.
2. To apply rules of differentiation to compute derivatives of elementary functions.
3. To sketch graphs of functions with the aid of differentiation techniques.
4. To find maxima and minima of functions; optimization problems.
5. To compute integrals of some elementary functions and to apply the Fundamental Theorem of Calculus to compute areas of certain planar regions.

## **Homework**

There are 37 online homework assignments using MyLab Math. You can access MyLab Math through the Brightspace page. The Homework schedule is available in the Course Calendar. Homework pertaining to a lecture will generally be due the following Tuesday or Thursday.

You are allowed to use calculators, notes, books, and to consult peers, TAs, and tutors to complete the homework. Your homework submission should reflect your own understanding.

There are unlimited attempts on the homework questions (though new versions of the questions will be generated after a set number of attempts; using “Help Me Solve This” uses an attempt). The highest grade of all attempts is recorded in the Gradebook. There is no penalty for submitting an incorrect answer.

At the end of the semester, your three lowest homework scores will be dropped.

## **Homework Score Appeal**

If you believe there was a mistake in the grading of a homework question, please contact your recitation TA by email.

## **Technical Problems**

If you have technical problems with MyLab Math, you should contact Pearson Technical Support. Extensions on HW will not be given unless you have

documentation in the form of a letter from Pearson Technical Support and a case number.

It is your responsibility to maintain your personal computer in working order. In the case of a malfunction, there are many computer labs on campus that you can use to complete the homework.

If you lose your phone, you can request a Hard Token to submit BoilerKey Two-Factor Authentication. More information is available at the [BoilerKey FAQ](#).

## Quizzes

There will be a quiz during most recitation sessions. Quizzes will cover material from recent lectures. A complete quiz schedule is contained within the course calendar. You are not permitted to use calculators, books, notes, electronic devices, websites, or to consult a peer or any other person on the quizzes.

You will have 15 minutes to complete your quiz. Each quiz will have two questions, one of which will be graded for partial credit and one of which will not. To earn partial credit, your work must be presented clearly and logically. **If handwriting is illegible, points cannot be earned.**

At the end of the semester, your three lowest quiz scores will be dropped.

## Exams

There will be three midterm exams and a final exam. The three evening exams will take place at the following times and locations:

	Date	Time	Sections Covered
Exam 1	Tuesday, February 6th	8pm-9pm	Lessons 1-9
Exam 2	Tuesday, March 5th	6:30pm-7:30pm	Lessons 10-20
Exam 3	Tuesday, April 2nd	6:30pm-7:30pm	Lessons 21-28
Final Exam	TBD	TBD	All course content

Location information and seating charts for these exams will be made available around a week before each exam and posted to Brightspace.

The three evening exams throughout the semester will consist of eight multiple choice questions (which are graded all-or-nothing with no partial credit awarded) as well as two hand-graded questions (which may have some opportunity for partial credit).

The final exam will be comprehensive and will cover the material from the entire course. The final exam information will be announced later in the semester.

You are not permitted to use calculators, books, notes, electronic devices, websites, or to consult a peer or any other person on the exams. Exam scores are final and there are no exam re-takes.

The following rules will appear at on the front page of each exam:

1. Students may not open the exam until instructed to do so.
2. Students must obey the instructions and requests by all proctors, TAs, and the instructor.
3. No student may leave in the first 20 min or in the last 10 min of the exam.
4. Books, notes, calculators, or any electronic devices are not allowed on the exam, and they should not even be in sight in the exam room. Students may not look at anybody else's test, and may not communicate with anybody else except, if they have a question, with their TA or the instructor.
5. After time is called, the students have to put down all writing instruments and remain in their seats, while the TAs will collect the exams.
6. Any violation of these rules or any other act of academic dishonesty may result in severe penalties. Additionally, all violators will be reported to the Office of the Dean of Students.

### **Missed Exam Policy**

If there are any special circumstances that may affect your ability to successfully complete an exam (illness, family emergency, conflict with another class at Purdue, etc.), you should discuss the situation with your instructor before taking the exam (if you are physically able to). In rare cases, students may be permitted to take a make-up exam. This exam will be a different version from the in-person exam taken on the original date. Please note that make-up Exam dates and times are limited.

If you know in advance that you will require a make-up exam, please email the instructor as soon as possible (and ideally at least one week before the exam). Outside of extraordinary circumstances (for example, hospitalization), requests for make-up exams made over 48 hours after the exam has taken place will be denied.

**Unapproved Absences:** If you miss an exam with an Unapproved Absence such as remembering the time or date wrong, you will be given an opportunity to take a make-up exam with a 20% late penalty. That means, for an exam worth 100 points with a 20% late penalty, then 20% of your scored points will be subtracted from your score. For example, if you scored 86/100 on the exam, then your score will become  $(86 * 0.8) / 100 = 68.8 / 100$  after the penalty is applied. Requests for a Make-Up Exam due to an Unapproved Absence must be made within 48 hours of the original exam date. **Requests after that deadline will be denied.**

**NOTE: Travel plans are not a sufficient excuse to take the final exam at a different time.**

**Approved Absences:** In certain circumstances (see the Approved Absences table below) you may be granted the opportunity to take a make-up exam at an alternate time (or, in extraordinary cases, an exam exemption).

### **Missed Quizzes and Homework**

Extensions for quizzes and homework will not be given outside of exceptional circumstances. The assumption (and justification for the universal drop policy of the three lowest of each of quizzes and homework) is that every student occasionally has an appointment, oversight, accident, illness, or emergency that causes them to miss class or a homework deadline, and these situations are covered by our universal drop policy. If you must miss a deadline due to an approved absence, contact your TA about the situation and be prepared to give them the appropriate documentation.

### **Approved Absences and Supporting Documentation**



The following is a list of reasons for not taking exams (or quizzes or homework) at their appointed times which constitute “Approved Absences”. You may need to provide supporting documentation to be granted a make-up exam (or exemption) for an Approved Absence. Note that the following table includes all university-approved absences but also includes some additional examples of approved absences which will be considered.

Type of Absence	Description of Absence	Supporting Documentation Needed
<b>Grief Absences</b>	We know that a time of loss can be difficult for a student. Students are eligible for a specific number of days of excused absence following the death of a loved one.	Submit a <a href="#">Grief Absence Request Form</a> .
<b>Jury Duty Absences</b>	Students summoned to serve as potential jurors or who have been empaneled as jurors in a criminal or civil trial may request an excused absence.	Submit a <a href="#">Jury Duty Absence Request Form</a> .
<b>Military Absences</b>	Purdue recognizes that those actively serving in the reserves or National Guard of the United States are required by their military contract to attend mandatory training, with failure to participate punishable under law.	Submit a <a href="#">Military Absence Request Form</a> .
<b>Parenting Leave</b>	Students who are pregnant, have recently given birth, or need a leave of absence to care for a newborn, adopted, legal guardian, or foster care, may petition for a leave of absence.	Submit a petition for a leave of absence through the Office of Institutional Equity (OIE).
<b>Medical Absences due to long-term conditions</b>	For doctor’s visits, medical procedures, or flare-ups due to an ongoing long-term health condition, you should request accommodations under the Americans with Disabilities Act (ADA).	Contact the DRC.
<b>Emergent Medical Absences (Formerly MEAPS)</b>	Students may occasionally miss class and other academic obligations due to <b>hospitalization, emergency department, or urgent care visits, whether physical or mental health related</b> . This policy intends to afford arrangements for students experiencing serious and short-term medical situations that cause them to miss coursework or exams.	Submit a <a href="#">Medical Excused Absence Request Form</a> .

Type of Absence	Description of Absence	Supporting Documentation Needed
<b>Other Non-Emergency Illnesses</b>	<p>Absences due to non-emergency illnesses (like the flu or a cold) are not covered by the above policy. Covid-19 diagnosis (with mild symptoms) is now covered by this policy.</p> <p>If a student has multiple illnesses during the semester, an appropriate course of action will be negotiated with the TA and instructor.</p>	<p>The first day of illness may be excused without documentation. For longer absences due to illness, a doctor's note is needed.</p> <p>(Please minimize the medical information you share. A doctor's note verifying your dates of absence is sufficient.)</p>
<b>Purdue University Activities</b>	<p>Performances and other significant events, travel for Purdue sports teams, or other academic related events may be approved.</p>	<p>A letter signed by the sponsor of your Purdue University activity.</p>
<b>Personal Emergencies or Unforeseen Circumstances</b>	<p>Personal emergencies or unforeseen circumstances may be approved with documentation. These include (but are not limited to):</p> <ul style="list-style-type: none"> <li>- House fire</li> <li>- Car accident</li> <li>- Visa Problems</li> <li>- Cancelled flights</li> <li>- Family emergencies</li> </ul>	<p>The type of documentation may be negotiated with the TA or instructor.</p> <p>For help with contacting an instructor about an absence, see these Coaching Tips.</p>
<b>Religious Observances</b>	<p>Religious holidays may be approved with documentation and advanced notice.</p>	<p>A letter from clergy with dates of absence.</p>
<b>Evening Exam conflict with other class at Purdue</b>	<p>According to the Office of the Dean of Students, regularly scheduled classes take precedence over evening exams. A student with a conflict must provide documentation, then they will be permitted to take the alternate exam with no late penalty.</p> <p>The same procedure applies to students with two evening exams at the same time.</p>	<p>Fill out the Exam Conflict Form (which can be found on the Brightspace page) and return to Dr. Johnstone.</p>
<b>Technical Problems</b>	<p>There are computer labs on campus students can use if their personal computer is malfunctioning.</p> <p>Check the Pearson Student Support page with answers to common questions. If all else fails, contact Pearson Technical Support.</p> <p>If you lose your phone, you can request a Hardware Token (free of charge) to submit BoilerKey Two-Factor Authentication. More information at BoilerKey FAQ.</p>	<p>A letter from <a href="#">Pearson Technical Support</a> and a case number.</p>

Type of Absence	Description of Absence	Supporting Documentation Needed
Other Absences	Absences or missed assignments due to the following events will not be approved: <ul style="list-style-type: none"> <li>- Overslept/forgot the due date.</li> <li>- Had a due date in another class.</li> <li>- Didn't finish before the deadline.</li> <li>- Vacation or personal travel.</li> </ul>	Not applicable.

## Advice to succeed

The following are a number of basic yet important tips to succeed in this course:

- Start the homework as soon as you are able. You will likely be familiar with some of the homework topics but struggle with others; beginning early will ensure that you can get the help you need as soon as possible.
- Go to recitation with questions and participate in the discussion actively. Recitations are meant to allow you to ask questions and discuss course content to help you understand it.
- Go to office hours (both those of the instructor and those of the TAs in the MRR) as often as you can. Talking through course content with someone who understands it well is an ideal way to work through any difficulties you're having.
- Set aside a minimum of 10 hours to study for each evening exam and a minimum of 20 hours to study for the final exam.
- Make sure to talk about the course material (during recitation or office hours, or just with your peers in the class). With so many complicated concepts and definitions flying around, it is **very** difficult to learn mathematics if you don't talk it through with someone. You ought to consider learning mathematics as a collaborative experience.

## Other Information

### Academic Integrity

Academic integrity is one of the highest values that Purdue University holds. Individuals are encouraged to alert university officials to potential breaches of this value by either emailing [integrity@purdue.edu](mailto:integrity@purdue.edu) or by calling 765-494-8778. While information may be submitted anonymously, the more information is submitted the

greater the opportunity for the university to investigate the concern. More details are available on our course Brightspace under University Policies.

### **Nondiscrimination**

A hyperlink to Purdue's full Nondiscrimination Policy Statement is included in our course Brightspace under University Policies and Statements.

### **Accessibility**

Purdue University strives to make learning experiences accessible to all participants. If you anticipate or experience physical or academic barriers based on disability, you are welcome to let me know so that we can discuss options. You are also encouraged to contact the Disability Resource Center at: [drc@purdue.edu](mailto:drc@purdue.edu) or by phone at 765-494-1247.

If you have been certified by the Disability Resource Center (DRC) as eligible for accommodations, you should contact your TA to discuss your accommodations as soon as possible. You should send your Course Accessibility Letter to your TA and to the professor; here are instructions for how to do this: <https://www.purdue.edu/drc/students/course-accessibility-letter.php>

Students with disabilities whose DRC Course Accessibility Letter (CAL) includes test accommodations must first release their CAL to the instructor and then schedule to take their exams through the DRC at [olympic.accessiblelearning.com/Purdue](http://olympic.accessiblelearning.com/Purdue). While exams are scheduled through the DRC, the exams will be organized and proctored by the Undergraduate Math Office (UMO). You must schedule your exam at least one week before the exam date listed on the syllabus. In the case of finals week, you must do this at least one week before the start of finals week. The instructor will provide the UMO with your exam and the UMO will administer it and provide the result to the instructor for grade reporting. Students who fail to follow this process and these deadlines risk not being able to have their accommodations for that exam.

### **Mental Health/Wellness**

The university offers many services which can be beneficial to students' mental health and wellness.

If you find yourself beginning to feel some stress, anxiety and/or feeling slightly overwhelmed, try [WellTrack](#). Sign in and find information and tools at your fingertips, available to you at any time.

If you need support and information about options and resources, please contact or see the Office of the Dean of Students. Call 765-494-1747. Hours of operation are M-F, 8 am- 5 pm.

If you find yourself struggling to find a healthy balance between academics, social life, stress, etc., sign up for free one-on-one virtual or in-person sessions with a [Purdue Wellness Coach at RecWell](#). Student coaches can help you navigate through barriers and challenges toward your goals throughout the semester. Sign up is free and can be done on BoilerConnect.

If you're struggling and need mental health services: Purdue University is committed to advancing the mental health and well-being of its students. If you or someone you know is feeling overwhelmed, depressed, and/or in need of mental health support, services are available. For help, such individuals should contact [Counseling and Psychological Services \(CAPS\)](#) at 765- 494-6995 during and after hours, on weekends and holidays, or by going to the CAPS office on the second floor of the Purdue University Student Health Center (PUSH) during business hours.

### **Basic Needs Security**

Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students for support. There is no appointment needed and Student Support Services is available to serve students 8 a.m.-5 p.m. Monday through Friday.

### **Commercial note taking**

Notes taken in class are generally considered to be "derivative works" of the instructor's presentations and materials, and they are thus subject to the instructor's copyright in such presentations and materials. No individual is permitted to sell or otherwise barter notes, either to other students or to any commercial concern, for a

course without the express written permission of the course instructor. See University Senate Document 03-9, April 19, 2004.

### **Course instructor evaluations**

During the last two weeks of the semester, you will be provided an opportunity to evaluate this course and your instructor(s) through online course evaluations. On Monday of the 14th week of classes, you will receive an official email from evaluation administrators with a link to the online site. You will have two weeks to complete this evaluation. Your participation in this evaluation is an integral part of this course. Your feedback is vital to improving education at Purdue University. We strongly urge you to participate in the evaluation system.

### **Emergency prep**

In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to changes that may be necessitated by a revised semester calendar or other circumstances beyond the instructor's control. Relevant changes to this course will be posted onto the course Brightspace page. You are expected to read your @purdue.edu email on a frequent basis.