

# Ground Rules for MA 16100

## Summer 2026 (online sections)

**Coordinator:** Pence, Zachariah Anthony

**Email:** [pence11@purdue.edu](mailto:pence11@purdue.edu)

### Course webpage

---

[MA 16100 Summer 2026](#)

### Course Calendar

---

Available on the course webpage.

### Learning Resources

---

- **Textbook:** Calculus, Early Transcendentals, Third Edition by Briggs, Cochran, Gillett, and Schulz; published by Pearson.
- MyLabMath is required. Students will use it to do online homework and instructors will use it to record all the scores. Here is the [Student Guide to MyLabMath](#).
- There is a two-week grace period before you must purchase an access code.
- A digital version of the textbook (eText) is included in Pearson MyLabMath, and a hard copy of the textbook is not required.
- Students should access MyLabMath through their [Brightspace](#) page.
- Lecture materials, including notes and videos, may be accessed via the links provided in the Brightspace course calendar.
- Students are expected to check the Brightspace page and emails regularly for announcements.

### Homework

---

- Online homework assignments are on MyLabMath and are accessed through the course Brightspace page.
- The online homework schedule is available in the course calendar.
- Except in cases of University approved reasons, late homework will not be accepted.

- Instructors should not assign or collect any assessments, including homework during the Quiet Period (Aug. 2nd–Aug. 4th).
- At the end of the semester, the lowest 5 online homework scores will be excused.

## Quizzes

---

- There are a total of 10 online quizzes given via Gradescope. Please refer to the course calendar for the exact dates.
- You are supposed to do the quizzes on your own although quizzes do not require proctors. You are responsible for having a reliable device and a stable internet to take the quizzes. No extension will be given due to technical issues in general.
- You may take the quiz anytime within a 24-hour window, beginning at 1 PM on quiz day and ending at 1 PM the following day. Once opened, you will have 25 minutes to complete and submit your quiz. Each quiz is meant to take approximately 15 minutes to complete. An additional 10 minutes are allotted for submission. Also, There's no requirement to use the template PDF file for your answers.
- At the end of the semester, the two lowest quiz scores will be dropped.

## Examinations

---

- There will be two, one-hour, midterm exams and a two-hour comprehensive final exam.
- All exams must be completed in person on Purdues campus or at an approved testing location.
  - If you take the exams at the West Lafayette campus administered by the Department of Mathematics, the dates, times, and locations will be posted on the course webpage later.
  - If you are taking the exams at testing centers, please make sure they are approved. Note that Purdue Testing Services (PTS) and testing centers certified by organizations such as [NCTA](#) are automatically approved. For other testing centers, please request approval. More details can be found on the website: [Remote-Testing](#)  
The test windows (all times are in Eastern Time) are listed below:
    - \* Exam 1: June 29, June 30, July 1
    - \* Exam 2: July 20, July 21, July 22
    - \* Final Exam: August 5, August 6, August 7
- The use of calculators, books, notes, electronic devices, websites, or assistance from others is strictly prohibited during all exams.

## Piazza

---

- This is the main resource to get help for online homework, lectures, or any other course-related questions.
- Click on the link in the BrightspacePiazza module to enroll in the Piazza page for this course.
- Questions asked after 8 p.m. are not guaranteed to be answered the same day.

## Grades

---

Course grades are plus/minus and will be determined from your total score which will be computed as follows:

Component	Weight
Homework	20%
Quizzes	10%
Two midterms	40%
Final Exam	30%

The cutoff for each letter grade will be **no higher** than the following:

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

**If there are some changes on the grading scale, the changes can be determined only after the final exam scores are available.**

## Email Policy

---

For questions about course schedules, grading, or technical issues, please email your graduate instructor first (their name is listed on the course webpage). If they cannot resolve the issue, they will forward your email to the course coordinator or the overall course coordinator, Ping Xu. Please do not contact the coordinators directly before communicating with your instructor.

## Important Dates

---

- Classes begin on Monday, June 15th
- No class on July 3th
- Quiet Period: Aug. 2nd–Aug. 4th
- Final Week: Aug. 5th–Aug. 7th
- Grades due by 5PM Tuesday, Aug. 11th
- Students should consult [Add/Drop](#) regarding the last days to add or drop a class.

## 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 disability, you are encouraged to contact the Disability Resource Center at: [drc@purdue.edu](mailto:drc@purdue.edu) or by phone: 765-494-1247. You may also find the detailed information at <https://www.purdue.edu/drc/students/>. In this mathematics course accommodations are managed between the instructor, the student and 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.

Information about summer exam procedures can be found at <http://www.math.purdue.edu/academic/courses/ada/>.

## Academic Honesty

---

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 that is submitted provides the greatest opportunity for the university to investigate the concern.

Purdue prohibits academic dishonesty. According to University policy cheating, plagiarism, lying and deceit in any of their diverse forms (such as the use of substitutes for taking examinations, the use of illegal cribs, plagiarism and copying during examinations) is dishonest and must not be tolerated. Moreover, knowingly to aid, abet, directly or indirectly, other parties in committing dishonest acts is in itself dishonest. If found guilty of academic dishonesty, possible penalties can range from receiving a zero on the assignment to expulsion from the University. For more details about the Purdue policy on academic dishonesty see <https://www.purdue.edu/odos/osrr/academic-integrity/index.html>

Students caught cheating on an exam will get a zero on the exam and may get F in the course. All cases of cheating will be reported to the office of the Dean of Students. Students are encouraged to report to their professor if they have knowledge that other students have cheated on exams, and the more evidence they can present the better. Students can also

report issues of academic integrity that they observe anonymously, through the OSRR by calling 765-494-8778 or emailing [integrity@purdue.edu](mailto:integrity@purdue.edu).

## **Attendance Policy**

---

This course follows Purdues academic regulations regarding attendance, which states that students are expected to be present for every meeting of the classes in which they are enrolled. For details, see the [Academic Regulations and Student Conduct](#) section of the University Catalog website. Absences outside of those covered by the Universitys excused class absence regulations are at the instructors discretion. Purdue expects each student to be responsible for class-related work missed due to an unavoidable absence. Students should contact their instructors directly to discuss the absence and opportunity to complete missed coursework. This work may be made up at the discretion of the instructor.

## **Nondiscrimination Statement**

---

Purdue University is committed to maintaining a community which recognizes and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her potential. In pursuit of its goal of academic excellence, the University seeks to develop and nurture diversity. The University believes that diversity among its many members strengthens the institution, stimulates creativity, promotes the exchange of ideas, and enriches campus life. For more information, please see [Purdues full Nondiscrimination Policy Statement](#).

## **Campus Emergency Information**

---

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. Students are encouraged to review the [Universitys Emergency Preparedness and Planning](#) website for important safety information and procedures.

## **Online Course Evaluations**

---

You will be provided an opportunity to evaluate this course and your instructors. You will receive an official email from evaluation administrators with a link to the online evaluation site. Your feedback is vital to improving education at Purdue. We strongly urge you to participate in the evaluation system.