

## GROUND RULES, FALL 2010

### CLASS PERIOD

Students are expected to watch every lesson and to read the appropriate sections of the text. The instructor may not have had time to cover every topic in the videos.

### HOMEWORK

Lessons 1 and 2 are done by paper and pencil from the textbook (not collected). Odd answers in the text and even answers available the course webpage. Lessons 3-21 are to be completed using the online homework system and is automatically graded and scored. Lessons 22-24 are on paper and pencil. Lessons 25-28 will be online. Lesson 29 will be on paper and pencil. Lessons 30-35 will be online. Lessons 36-40 will be on paper and pencil. Four of your lowest homework scores will be automatically excused. None of the paper and pencil assignments will be collected but they are well represented on quizzes and exams.

### QUIZZES

There will be online quizzes throughout the semester. They will be done on the same system as the online homework system. **No make-up quizzes will be given.** One quiz will be automatically excused.

### CALCULATORS

Only a **one or two line, scientific** calculator is allowed on exams. Make sure you take your scientific calculator to the exams. **PROCTORS WILL LOOK AT YOUR CALCULATOR TO MAKE SURE IT IS APPROPRIATE. DO NOT BRING A GRAPHING OR PROGRAMMABLE CALCULATOR.**

### OFFICE HOURS

Homework and course related questions will be asked and answered via e-mail, [chenjk@purdue.edu](mailto:chenjk@purdue.edu). A response will be submitted as soon as possible. Please don't procrastinate your homework and expect an answer just before it is due. You may also post questions about online HW problems to a discussion board that will be linked from Blackboard. Look over previous posts to see if someone else has already asked about the question you have. When you ask a question about an online HW problem, the moderator will supply hints and suggestions without a step by step solution (each student has a different version of the same type of problem). Each video also answers some of the HW questions at the beginning of class. There is also a frequently asked homework question/answer section posted on Blackboard, which are worked out solutions to the textbook version of the problems online. Please utilize all of these resources to help with homework questions.

### DROPS

The last day to drop a course is Wednesday, October 27. If you want to drop a course before then, discuss the procedure with your academic advisor and/or the continuing education office. **No section changes or drops are allowed after October 27.**

### GRADES

Online homework is worth 100 points, online quizzes are worth 50 points, each evening exam is worth 100 points, and the final is worth 200 points. At the end of the semester, each student's final grade is calculated using his/her *total points* (650 total points are available). The final grades are calculated as follows: Course wide letter grade cut-offs are determined for the four common exams combined (500 possible points). Then, your instructor determines the number of each letter grade his students as a group earned, based on the individual totals of the four exam scores. Next, he/she lists all of his students' total points (out of the 650 total points available), in numerical order, highest first. If ten of his students receive an A according to the four-exam cut-offs, the first 10 students on the list of total points will receive an A as their final grade in the course, and so on down the list for the other grades. Students 0 to 4 points below a grade cut-off (based on the 650 total points available) will automatically be raised to the higher grade (for example, a B raised to an A). Students who are 5-12 points below a grade cut-off are automatically raised to the next higher minus grade (for example, B raised to A-). Students who are 13 to 21 points below a grade cut-off will have a plus added to their grade (for example, a B to a B+). NOTE: There is no F+ grade, so only students 5-12 points below the D cutoff will receive a D- and all others remain an F. Exam grades, as well as final letter grades, will be posted on Blackboard at the appropriate time

### • CHEATING

The Mathematics Department will not tolerate cheating of any sort. Grade penalties will always be imposed by the Department. All cheating cases will also be reported to the Dean of Students Office for disciplinary action (probation, suspension, or expulsion).

- **POSSIBLE CAMPUS EMERGENCIES**

In the event of a major campus emergency, course requirements, exam dates, deadlines, and grading procedures are subject to change due to a revised semester calendar or other circumstances. Visit the course webpage at [www.math.purdue.edu/MA15300](http://www.math.purdue.edu/MA15300) or contact Joe Chen if you have questions (MATH 810), [chenjk@purdue.edu](mailto:chenjk@purdue.edu), (765) 494-7920.

**Blackboard Vista Academic Campus:**

<http://www.itap.purdue.edu/tit/blackboard/index.cfm>