

CLASS PERIOD

Students are expected to attend every class meeting and to read the appropriate sections of the text before coming to class. Instructors **may not** have time to cover every topic in class. The summer session moves very quickly.

LESSON NOTES

Notes for each lesson will be found on the course web page and also possibly sent to students via an email attachment prior to each lesson. It is recommended that students print off these notes and bring to class with them. You can 3-hole punch these notes and keep in your binder. This makes a great study guide!

HOMEWORK

There is homework done on paper and some homework done online through MyMathLab. Homework assignments completed on paper will be collected. Late homework will not be accepted. The two lowest paper homework scores will be dropped at the end of the summer session. The two lowest online homework scores will also be dropped at the end of the summer session. For more than two of each to be excused; valid, documentable reasons will have to be provided for ALL missed homework assignments. Students are expected to work paper homework on loose leaf paper and keep all homework assignments in consecutive order in a homework 3-ring binder. It is suggested quizzes and exams also are kept in consecutive order in this binder.

For paper homework, students are required to copy the original problems, show necessary steps or work, and derive answers. Paper homework will be scored both on correct work and/or answers and completion of the assigned problems.

Paper homework is due when collected at the class following the given lesson. For example; lesson 9 homework is due on the day that lesson 10 is presented. (Exceptions will be on days prior to an exam. Then the assignment is collected on the exam date.) Online homework is due at 3:00 PM on the day following the given lesson. For example; lesson 13 online homework is due at 3:00 PM on the day that lesson 14 is presented.

SUPPLIES

Other than the textbook and MyMathLab Student Access Kit (purchased together), students will need to have the following for this course: a TI-30XA scientific calculator; loose-leaf paper for homework and quizzes; a 3-ring binder to keep homework, quizzes, notes, and exams stored in an organized manner; the usual pencils and erasers; a few sheets of graph paper; a 3-hole punch (optional); and a straightedge (optional).

**NO****NO****YES****QUIZZES**

A quiz will be given about twice a week. **No make-up quizzes will be given.** The one lowest quiz score will be dropped at the end of the summer session. For more than one to be excused; valid, documentable reasons will have to be provided for ALL missed quizzes. Quizzes may be unannounced.

EXAMS

There are 3 mid-terms exams given during the class period. These exams will be in MTHW 210 (exam 1) and MATH 175 (exams 2 & 3) rather than the regular classroom. There will be a 2 hour final exam during the last 3 days of the semester. Time, date, and location will be announced later in the semester.

To prepare for the midterm exams, students should review all of the material covered by their homework assignments (paper and online), quizzes, and the review problems on the exam memo. Past exams (available on a link from the web page) are a source of additional review problems and can also give students a rough idea of the length and difficulty level of their own exams. **However, many students have the mistaken impression that just by reviewing some past exams they will have seen all that is expected of them for their own exams.** Past exams should absolutely not be used as the guide to the exact content and wording of the exams.

ACADEMIC ADJUSTMENTS FOR STUDENTS WITH DISABILITIES

Students who have been certified by the Office of the Dean of Students-Disability Resource Center as eligible for **academic adjustments** should go to MATH 242 with a copy of their certification letter and request a copy of the Information *Sheet* for their course. Certification letters should be filed during the first week of classes or as soon as students receive their letters.

The course Information Sheet explains how to proceed this semester to get adjustments made in your mathematics course. It may not be the same as last semester.

Only students who have been certified by the ODOS-Disability Resource Center and who have requested the DRC to send their certification letters to their instructors are eligible for academic adjustments.

Students, who are currently undergoing an evaluation process to determine whether they are eligible for academic adjustments, are encouraged to find out **now** what procedures they will have to follow when they are certified, by requesting an Information Sheet from MATH 242. Large print copies of the *Information Sheet* are available from MATH 242 upon request.

LATE REGISTRATION INTO THESE COURSES

Students will be allowed to enroll in this course until *June 25th*, 2010. If they enroll after the first midterm exam has been given, they will have to take an alternate exam in order to have a score for that midterm. If they enroll during the 3 days immediately before the first midterm, they will have the option of taking the midterm as scheduled, or an alternate exam a few days later. No student will be allowed to enroll in this course after *June 25th*, except under extenuating circumstances and WITH THE APPROVAL OF THE DEPARTMENT HEAD.

PREREQUISITES

A student must have a grade of B- or higher in MA 15200 in order to enroll in MA 15400.

GRADES

Homework and quizzes count 100 points (50 points quizzes, 25 points online homework, 25 points paper homework), each regular exam counts 100 points, and the final counts 200 points. The final is a 30-question multiple choice machine graded exam. Practice questions for the final will be available online. Make-up exams will be given if there is a valid, documentable reason for missing an exam.

At the end of the semester, letter grades will be determined using the total number of points obtained during the semester. To prepare the final letter grades, the total points for each student are listed in numerical order, highest first. Then, for example, if five students in the class receive an A on the final, approximately, the first 5 students on the list will receive an A in the course and so on down the list for the other grades.

Further, students within four points of a grade cut-off (based on the 600 total points available) will automatically be raised to the higher grade. Students who are from five to eight points of a grade cut-off receive the higher grade with a minus. Students who are from nine to twelve points of a grade cut-off receive the earned grade with a plus.

Prior to your course grade being available on MyPurdue, you can obtain it by speaking directly with your instructor. Grades cannot be given via the phone or email.

CALCULATORS

No calculators are allowed on quizzes and exams until after exam 1. After Exam 1 is completed, a TI-30XA, which is a basic **1-line scientific calculator** is required for many problems on the quizzes and exams. **Other scientific one-line calculators, multiple line calculators, or graphing calculators are not allowed on quizzes and exams.** Students are not allowed to share calculators with other students during exams and quizzes. See the pictures on the previous page or on the web page.

OFFICE HOURS

The instructors of MA 15200, MA 15300, and MA 15400 and all graders have office hours. You are strongly urged to get help during office hours if you have questions. It is the best way to get individual help. During the summer session, most students will need help outside of class 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 be reported to the Dean of Students Office for disciplinary action (notification, probation, suspension, or expulsion).

WEB PAGE

The Web page for this course is <http://www.math.purdue.edu/MA15200>. You will find course information (including the class schedule, assignment list, and ground rules), exam information, links to help sources, a link to old exams, office hour information, resources, lesson notes/worksheets, and course coordinator information.

The online homework is completed at www.pearsonmylab.com. Directions for using MyMathLab, registration for the first time for MyMathLab, and/or enrolling in a new MyMathLab class are found on the web page.

CAMPUS EMERGENCY

In the event of a major campus emergency; course requirements, deadlines, and grading are subject to changes that may be necessitated by a revised semester calendar or other circumstances beyond the instructor's or coordinator's control. Any major changes in the course will be found on the course web page (www.math.purdue.edu/MA15200), announced in class, or described in an email from the course coordinator.

Note: Students enrolled in this class should check their official Purdue (@purdue.edu) email regularly. Any message from the instructor or course coordinator is sent to that email address only.