

Ground Rules for MA 16100, Spring 2013

Homework: There are 37 online assignments using *WebAssign*

<https://www.webassign.net/purdue/login.html>

Due dates and times are listed on the *WebAssign* "Course View." Generally, homework from the Friday and Monday lectures are due Tuesday at 11:00^{pm} and homework from the Wednesday lecture is due Thursday at 11:00^{pm}.

Transfers: If you transfer sections your *WebAssign* account will transfer also. However, it is your responsibility to notify the TA of the new section so that he/she can request to have your past scores moved over.

Late Registration: If you have not registered for the course but intend to, you should ask the TA for the section you are attending to get you a *WebAssign* account and you should start submitting the assignments. There is a two week trial period for the *WebAssign* account. After that you will have to pay the (nonrefundable) access fee.

Quizzes: There will be a quiz in every recitation class, except during the exam weeks and the 15th week (Dead Week). The quizzes will be on the material from lessons whose homework is due the previous recitation. The quiz problems will be similar to the homework problems.

Policy on Late Homework and Missed Quizzes: Late homework will not be accepted. No make-up quizzes will be given. At the end of the semester the 3 lowest homework scores and the 2 lowest quiz scores will be dropped. Students who are forced to miss class for an extended period of time should see their lecturers.

Midterm Examinations: There will be three (3), one-hour, multiple choice, midterm exams:

EXAM 1 – Thursday, January 31	(6:30 ^{pm})
EXAM 2 – Thursday, February 28	(8:00 ^{pm})
EXAM 3 – Tuesday, April 9	(6:30 ^{pm})

Final Examination: There will be a two-hour, multiple choice final during final exam week. The time and place will be announced later.

Grades: Course grades will be determined from your total score which will be computed as follows:

Homework	100 pts
Quizzes	100 pts
3 midterms @100 each	300 pts
Comprehensive Final Exam	<u>200 pts</u>
TOTAL	700 pts

Web Page for MA 16100 : <http://www.math.purdue.edu/MA161>

Check this page often for important information and announcements. There is also a detailed *Daily Calendar* for the entire semester posted.

Office Hours: <http://www.math.purdue.edu/academic/officehours>

You may attend any of these hours in the Math Help Room (MATH 205) for help with your MA 16100.

Calculators: Calculators are not allowed on exams or quizzes. It is important that you learn to do simple manipulations by hand. A few homework problems are assigned that need a graphing calculator. The goal of these problems is to help illustrate the theory and to help you understand the power (and limitations) of graphing calculators. It is recommended that you have a graphing calculator. If you do not, try using the graphing program at <http://math.hws.edu/xFunctions/>

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. Times and locations for the help session can be found here: www.purdue.edu/si 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 or mobile device, lecture notes and questions to these informal, peer-led study sessions.

Academic Adjustments for Students with Disabilities:

The Department of Mathematics offers alternative testing environments for students who are registered with the Disability Resource Center. Students who need accommodations must deliver a copy of their Accommodation Notification Memorandum to the Undergraduate Services Office (MATH 242) and request an information sheet for their course.

Memorandums should be delivered to the Undergraduate Services Office (MATH 242) within one week of receipt from the Disability Resource Center.

The Information Sheet explains the process for receiving exam accommodations for your mathematics course. Enlarged copies of the information sheets are available upon request. Students currently undergoing evaluation through the Disability Resource Center should also request an information sheet from the Undergraduate Services Office (MATH 242).

Important Dates:

Last day to drop a course without it being recorded: Monday, **January 21** (5:00^{pm}).

Last day to drop a course without a grade: Monday, **February 4** (5:00^{pm}).

Last day to drop a course with a passing or failing grade: Monday, **March 18** (5:00^{pm}).

Academic Dishonesty:

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 include a failing grade, a warning, probation, probated suspension, suspension, or expulsion. For more details about the Purdue Policy on academic dishonesty see

<http://www.purdue.edu/odos/osrr/academicintegritybrochure.php>

Course and Instructor Evaluations: During the last two weeks of the semester, you will be provided an opportunity to evaluate this course and your instructor(s). To this end, Purdue has transitioned to 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.

Other Issues:

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 instructors control. To get information about changes in this course please check frequently the course web page:

<http://www.math.purdue.edu/MA161>