

## GROUND RULES FOR MA 166 – SPRING 2013

**HOMEWORK:** There are 35 online assignments using WebAssign (<https://www.webassign.net/purdue/login.html>). Due dates and times are listed on the WebAssign CourseView by the Assignments. Generally, homework for a lesson covered in a given lecture is due at 10:00 pm on the day of the next lecture.

**TRANSFERS:** If you transfer sections, your WebAssign account will transfer too. However you will need to notify the TA of your new section so that he/she can have your past scores moved over.

**LATE REGISTRATION:** If you have not yet 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.

Some homework assignment problems cannot be done using WebAssign and their numbers are typed in bold-face on the assignment sheet. These problems are an important part of the homework assignment. Make sure to do them even though they will not be collected and graded. Some of these problems may appear in the midterm exams.

**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 2 lowest homework scores and 1 lowest quiz score will be dropped. Students who are forced to miss class for an extended period of time should see their lecturers.

**QUIZZES:** There will be a quiz on Thursdays (as indicated on the assignment sheet), except on exam weeks. The assigned review exercises should be done before the quiz, and you should bring your work to class and turn it in together with the quiz.

**MIDTERM EXAMS:** There will be three evening one-hour midterm exams on the days indicated on the assignment sheet. Approximately half of the problems on each exam will be problems listed on the assignment sheet under homework assignment or review exercises, including problems that are typed in bold-face and are not done using WebAssign.

**FINAL EXAM:** There will be a two-hour final exam during finals week.

**GRADES:** Your letter grade for the course will be determined from your total semester score which will be computed as follows:

|  |                          |
|--|--------------------------|
| <b>Homework</b>                        | <b>100 points</b>        |
| <b>Quizzes</b>                         | <b>50 points</b>         |
| <b>Three midterm exams</b>             | <b>300 points</b>        |
| <b>Final exam</b>                      | <b><u>200 points</u></b> |
| <b>Maximum possible semester score</b> | <b>650 points</b>        |

**COURSE WEB PAGE:** <http://www.math.purdue.edu/ma166>

**MAJOR CAMPUS EMERGENCY:** In the event of a major campus emergency, course requirements, deadlines, and manner of determination of course letter grades are subject to changes that may be necessitated by a revised semester calendar or other circumstances beyond the instructors' control. Information about changes will be posted on the course web page.

**ACADEMIC ADJUSTMENTS for Students with Disabilities:** Students who have been certified by the Office of the Dean of Students--Disabilities Resource Center as eligible for **academic adjustments** should go to MATH 242 with a copy of their certification letter and request an *Information Sheet* for **this** semester, that explains how to proceed this semester to get these adjustments made in Mathematics courses. It is not the same as last semester. **This should be done during the first week of classes or as soon as the student receives their letter.** Only

students who have been certified by the ODOS-Disability Resource Center and who have requested ODOS to send their certification letter to their instructor 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 the above mentioned Information Sheet from MATH 242.

Large print copies of the *Information Sheet* are available from MATH 242 upon request.

**Important Dates:**

Last day for a student to drop a course without it being recorded:

**Monday, January 21, 2013, 5:00pm.**

Last day for a student to drop a course without a grade:

**Monday, February 4, 2013, 5:00pm.**

Last day for a student to drop a course with a passing or failing grade:

**Monday, March 18, 2013, 5:00pm.**

**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 fifteenth week of classes, you will receive an official email from evaluation administrators with a link to the online evaluation 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.

**ACADEMIC DISHONESTY:**

Academic Dishonesty: The Mathematics Department, following Purdue University Policy, prohibits dishonesty in any mathematics courses. Cheating and plagiarism are examples of academic dishonest actions. If found guilty of academic dishonesty, a student may face severe consequences. For details about the Purdue Policy on academic integrity, see <http://www.purdue.edu/odos/osrr/academicintegritybrochure.php>