

## Ground Rules for MA 30300 Summer 2013

**Instructor (M-F 7:30 AM):** Joseph Chen (chenjk@purdue.edu)

**Office Hours:** MATH 848 Mon. and Wed. 10–11 AM

**Instructor (M-F 9:50 AM):** Yongheng Zhang (zhang24@math.purdue.edu)

**Office Hours:** MATH 645 Mon. 11–12 AM, Wed. 4–5 PM

**Homework:** All homework assignments are handwritten and will be collected daily (homework assigned on Monday is due Tuesday, homework assigned on Tuesday is due Wednesday, etc). No late homework are accepted. Homework must be submitted in person at the end of the class period. If you arrive late or leave early by more than 10 minutes, or if you show up just to turn in your homework, your instructor has the right to refuse the homework. The lowest three homework scores will be dropped at the end of the term.

**Quizzes:** Please see the course calendar for the quiz schedule. Quiz questions will cover material on recently completed homework assignments. Early or late quizzes will not be scheduled. Quiz will typically be at the end of the class, but you must be present for the whole period to take the quiz. The lowest quiz score will be dropped at the end of the term.

**Midterm Examinations:** There will be two one-hour midterm exams held during class time.

**Final Examination:** There will be a two-hour comprehensive final exam during summer exam period, July 31 –August 2. 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 pt
Quizzes	100 pt
Two midterms@150each	300 pt
<u>Final Exam</u>	<u>200 pt</u>
Total	700 pts

**Course webpage:** <http://www.math.purdue.edu/ma303>

**Calculators:** Calculators will not be allowed on exams or quizzes.

**Academic Adjustments:** During the summer session accommodations for your exams are managed between the instructor, student and DRC Testing Center. Students should see instructors outside class hours—before or after class or during office hours—to deliver their Accommodation Memorandums and discuss their accommodations

**Diversity Welcome** In this course, each voice in the classroom has something of value to contribute. Please take care to respect the different experiences, beliefs and values expressed by students and staff involved in this course. We support Purdue's commitment to diversity, and welcome individuals of all ages, backgrounds, citizenships, disabilities, education, ethnicities, family statuses, genders, gender identities, geographical locations, languages, military experience, political views, races, religions, sexual orientations, socioeconomic statuses, and work experiences. See: <http://www.purdue.edu/diversity-inclusion/>

**Academic Honesty** 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>

**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.

**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.

**Important Dates:** Last day for a student to drop a course

- (using myPurdue) without it being recorded is June 16, 2012.
- without a grade is 5:00 pm, June 21, 2012.
- with a passing or failing grade is 5:00 pm, July 10, 2012.