

MA 15400 ONLINE Fall 2014 Syllabus

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- **TEXTBOOK**

The textbook for the course is the Classic Twelfth Edition of Algebra and Trigonometry with Analytic Geometry by Swokowski / Cole, published by Brooks / Cole (2010).

- **COURSE WEBSITE**

There are many useful resources available on the [MA 15400](#) website. Be sure to bookmark the website, check it frequently for new materials, and always visit the course website before requesting information from your instructor or the course coordinator as what you are requesting may already be available on the website.

- **RECORDED LESSONS**

Since this is an online course, students are expected to watch the recorded lessons instead of attending class. These recorded lessons are provided through the **Schedule** in [Blackboard](#). Please watch each lesson before attempting to complete the homework. Also, my daily lectures are recorded in the EchoCenter. You are welcome to use these.

- **HOMEWORK**

There will be 40 homework assignments during the course of the semester. All homework assignments will be completed online using WebAssign. Go to the [MA 15400 in Blackboard](#) and use the WebAssign Intro link to get started. All students are allowed a two-week grace period during which no payment is required. **DO NOT PAY FOR WEBASSIGN!** If you have used WebAssign, with this textbook, then it will be free this semester. We will talk in class. Use the free two week trial for now.

Assignments are due by 10:00 pm on the due date. Students will have 100 attempts to correctly answer each homework problem, so there should be no reason why a student would not receive 100% on each homework assignment. Also, a 10% bonus is given for most problems successfully completed before the beginning of the next class period, so students will have the opportunity to exceed 100% on each homework assignment. Check the pull down menu in WebAssign for all due dates and times. Completing each homework assignment before the next class period is certainly your best way to be prepared for exams.

It is highly recommended that students use the web browser Mozilla Firefox when working on WebAssign. It is also highly recommended that students complete all homework problems on paper before entering their final answers.

Late homework assignments will not be accepted and there are no make-up assignments. At the end of the semester, each student's four lowest homework scores will be dropped.

- **QUIZZES**

There are no quizzes in the online course

- **EXAMS**

There are three multiple-choice evening exams. **Mark them on your calendar.**

Exam 1: Monday, September 22nd at 6:30 pm in the Elliott Hall of Music

Exam 2: Monday, October 20th at 6:30 pm in the Elliott Hall of Music

Exam 3: Monday, November 17th at 6:30 pm in the Elliott Hall of Music

If a student misses an exam for any reason, they should contact the course coordinator immediately; make-up exams can only be approved in writing by the course coordinator, Tim Delworth, MATH 814, delworth@purdue.edu. Make-up exams will be allowed for valid reasons, provided you have acceptable documentation for missing an exam (a doctor's note, for example). For non-valid reasons, a make-up *may* be allowed, however a grade penalty of 20 points will be assessed. Not knowing the correct date, time or location of an exam are not valid reasons for missing an exam.

No one is allowed to leave the exam site for the first 20 minutes of an exam. After that time, no one will be allowed to enter the exam site and take the exam. Students arriving after 20 minutes *may* be allowed to take the make-up exam; however, if they arrived late for a non-valid reason, a grade penalty of 20 points will be assessed.

Make-up Exams will only be given once for each midterm exam. The following are the make-up exam dates and times:

MAKE-UP EXAM 1: Friday, September 26th from 6:00 pm to 7:00 pm, Location TBA

MAKE-UP EXAM 2: Friday, October 24 from 6:00 pm to 7:00 pm, Location TBA

MAKE-UP EXAM 3: Friday, November 21 from 6:00 pm to 7:00 pm, Location TBA

If you miss an exam and the make-up, you will receive a zero for that exam. No exams will be dropped or replaced.

The final exam is a 30-question multiple-choice exam that is given during the sixteenth week of the semester. The date and time of the final exam will be announced later this semester. Students will not be allowed to take the final exam early; plan to be on-campus until the end of finals week

- **CALCULATORS**

A TI-30XA scientific calculator is required for this course. A TI-30XA is the only calculator allowed on exams. This is the one-line version of the TI-30, not the two-line version. Nothing else is allowed, and students will NOT be allowed to share calculators.

- **OFFICE HOURS**

You are strongly urged to go to office hours if you have questions; it is the best way to get individual help. Mr. Delworth's office hours are MTWRF 10:30 – noon.

- **SUPPLEMENTAL INSTRUCTION**

Unfortunately, there are no Supplemental Instruction (SI) study sessions available for this course.

- **ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES**

If you have been certified by the [Disability Resource Center \(DRC\)](#) as eligible for academic adjustments on exams, see www.math.purdue.edu/ada for exam procedures for your mathematics course, or go to MATH 242 for paper copies.

In the event that you are waiting to be certified by the [Disability Resource Center](#) we encourage you to review our procedures prior to being certified.

- **GRADES (This is a change from the previous 100 years)**

Point Distribution:

Homework will be worth 100 points (drop lowest 4, then prorate to 100 points)

Exams will be worth 100 points each

Final Exam will be worth 200 points

Final overall course grades will be determined using the following grading scale by taking the total number points earned for each student, divided by the total number of points possible (600).

Grading Scale:

90% A

88% A-

80% B

78% B-

65% C

63% C-

50% D

0%-49% F

Students can only obtain their final letter grade by using the MyPurdue system. Grades cannot be obtained via email or over the telephone.

- **ADDING, SECTION CHANGES, AND WITHDRAWS**

****First week of the semester:** Go to MyPurdue or see your academic advisor to add the class.

****After the first week of classes:** Students make course and section changes by getting Form 23 (Schedule Revision Request) from their academic advisor, getting their academic advisor's signature, and visiting the course coordinator in MATH 814 during office hours, MTWRF 10:30-noon. Completed forms are taken to the [Registrar's Office](#) in Hovde Hall. Make sure that you are registered in the course otherwise you will not have access to WebAssign. No section changes or withdraws are allowed Wednesday, October 29.

- **CHEATING**

The Mathematics Department will not tolerate cheating of any sort. Grade penalties will always be imposed by the Department, and all cheating cases will also be reported to the [Office of the Dean of Students](#) 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 [MA 15400 website](#) or contact the course coordinator if you have questions in MATH 804, delworth@purdue.edu.

- **COURSE EVALUATIONS**

During the last two weeks of the semester, you will be provided an opportunity to evaluate this course and your instructor. On Monday of the fifteenth week of classes, you will receive an official email from the evaluation administrators with a link to the online evaluation site. You will have two weeks to complete this evaluation. Your participation in the evaluation is an integral part of this course. Your feedback is vital to improving education at Purdue University and you are strongly urged to participate in the evaluation system.

- **UNIVERSITY GRIEF POLICY**

In the unfortunate event of the loss of a loved one, students should contact the [Office of the Dean of Students](#) to request that a notice of his or her leave be sent to instructors. The student will provide documentation of the death or funeral service attended to the [ODOS](#). Given proper documentation, the instructor will excuse the student from class and provide the opportunity to earn equivalent credit and to demonstrate evidence of meeting the learning outcomes for missed assignments or assessments. If the student is not satisfied with the implementation of this policy by a faculty member, he or she is encouraged to contact the Department Head and if necessary, the [ODOS](#), for further review of his or her case. In a case where grades are negatively affected, the student may follow the established grade appeals process.