

## Ground Rules for MA 16200, Spring 2015

**Homework:** There are 36 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 on Tuesday at 11:05 pm and homework from the Wednesday lecture is due Thursday at 11:05 pm. There are a few homework problems which you have to do by hand, but not turn in (these problems are indicated on the assignment sheet). You are still responsible for this material on quizzes and exams.

**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.

**Quizzes:** There will be a quiz in every recitation class, except during the first week of classes, the day of class exams, and the week before final exam week. Quizzes typically cover the assignments due the previous recitation day. 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 3 lowest quiz scores will be dropped. Students who are forced to miss class for an extended period of time or for medical reasons should see their lecturer.

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

EXAM 1 – Tuesday, February 10 at 6:30 pm

EXAM 2 – Tuesday, March 10 at 6:30 pm

EXAM 3 – Thursday, April 16 at 6:30 pm

**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>
<b>TOTAL</b>	700 pts

There are no pre-set letter grade cut-offs (these will be based on course-wide performance on the exams). But generally about 90% (630 points) is needed for an A, while anything lower than 50% (350 points) would be an F (please note that these are estimates based on limited historical data).

**Course Web Page for MA 16200:** <https://www.math.purdue.edu/MA162>

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

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

You may attend any of these office hours in the Math Help Room (MATH 205) for help with MA 16200.

**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, you may omit these problems.

**Supplemental Instructions:** 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 for those who attend weekly. Times and locations for the study session can be found here: [www.purdue.edu/si](http://www.purdue.edu/si) or the free app: [www.purdue.edu/boilerguide](http://www.purdue.edu/boilerguide). 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, lecture notes and questions to these informal, peer-led study sessions.

**Accommodations for Students with Disabilities:** If you have been certified by the Disability Resource Center (DRC) as eligible for academic adjustments on exams or quizzes, see <http://www.math.purdue.edu/ada> for exam and quiz 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 DRC we encourage you to review our procedures prior to being certified.

For all in-class accommodations, please see you instructor outside class hours, before or after class or during office hours, to share your accommodation Memorandum for the current semester and discuss your accommodations as soon as possible.

**Important Dates:**

Last day to drop a course with it being recorded:	Monday, <b>January 26</b> (5:00 pm)
Last day to drop a course without a grade:	Monday, <b>March 9</b> (5:00 pm)
Last day to drop a course with a passing or failing grade:	Wednesday, <b>March 23</b> (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 receiving a failing grade to expulsion from the University. For more details about the Purdue policy on academic dishonesty see [www.purdue.edu/odos/osrr/academicintegritybrochure.php](http://www.purdue.edu/odos/osrr/academicintegritybrochure.php)

The following Exam Rules will be printed on each midterm and on the final exam:

1. Students may not open the exam until instructed to do so.
2. Students must obey the orders and requests by all proctors, TAs, and lecturers.
3. No student may leave in the first 20 minutes of in the last 10 minutes of the exam.
4. Books, notes, calculators, or any electronic devices are not allowed on the exam, and they should not even be in sight in the exam room. Students may not look at anybody else's test, and may not communicate with anybody else except, if they have a question, with their TA or lecturer.

5. After time is called, the students have to put down all writing instruments and remain in their seats, while the TAs will collect the scantrons and the exams.

6. Any violation of these rules and any act of academic dishonesty may result in severe penalties. Additionally, all violators will be reported to the Office of the Dean of Students.

I have read and understand the exam rules stated above:

STUDENT NAME (print): \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_

Students late for more than 20 minutes will not be allowed to take the exam. They will have to contact their lecturer within one day for permission to take a make-up exam.

**Other Issues:** In the event of a major campus emergency or other circumstances beyond the instructor's control, course requirements, deadlines and grading percentages are subject to changes that may require a revised semester calendar. To get information about changes in this course please check frequently the course web page: <https://www.math.purdue.edu/MA162>