MA16020 : Applied Calculus II
Course Information - Syllabus(Part II)
Summer 2016

COURSE WEB PAGE: http://www.math.purdue.edu/ma16020

TEXTBOOK: No textbooks required to purchase. Course contents will be provided to students online through LON-CAPA free of charge. loncapa.purdue.edu

HOMEWORK ACCESS: Online homework access through LON-CAPA will be provided to students free of charge. loncapa.purdue.edu

PREREQUISITE: Minimum grade of C- in MA16010 or MA16100 or MA16300 or MA16500 or MA16700 or MA22300 or MA22100 or MA23100

Calculator: A scientific calculator with a one-line display is required. ONLY THIS TYPE OF CALCULATORS WILL BE ALLOWED. NO EXCEPTIONS. **HIGHLY Recommended is the TI-30Xa.** If in doubt, please double check with your instructor. You are allowed to use but NOT to share the approved calculators on quizzes and exams.

Homework: Homework assignments will be assigned regularly. The **four** lowest homework scores will be dropped at the end of the semester. If you are not able to complete your homework on time and have extenuating circumstances with valid supporting documents, please communicate with your instructor.

Quizzes: There will be frequent quizzes, possibly more than once a week. No make-up quizzes will be given. Only your instructor can excuse a quiz.

Requests to have deadlines extended and/or work excused **must be made at the time of your absence.** No consideration will be given to requests made after that time.

Exams: There will be 4 midterm exams and a 2 hour final exam. The exams will be administered in a campus computer lab during your normal class hour. The dates of the 4 midterms (60 minute exams) can be found in the course calendar. The final exam date and time will be available by the beginning of July sometime. **The semester does not end until Friday, August 5 at 5:30 pm. Individuals wanting to leave campus early will NOT be granted early final exams to accommodate travel plans.**

If you miss an exam for any reason, please contact your instructor textbfAND the Course Coordinator(Owen Davis davisok@purdue) immediately and explain why you missed the exam. **You should be prepared to present documentation to the Course Coordinator that supports the reason for your absence.** If you contact the course coordinator(Owen Davis davisok@purdue) within 24 hours from the scheduled exam, the Course Coordinator might allow you to take an alternate exam either with no penalty OR with a 25 point deduction, depending on the reason for your absence. If you miss an exam with no valid and documentable reasons and you do not contact the Course Coordinator within 24 hours from the scheduled exam, you will not be allowed an alternate exam. Not knowing the right time, date or location of an exam is not a valid reason for missing an exam.

Warning: If there are any special circumstances that may affect your ability to successfully complete an exam (illness, family emergency, etc.) you must discuss the situation with your instructor textbfAND/OR the Course Coordinator(Owen Davis davisok@purdue) before taking the exam, even if you must do so right before the exam. Your instructor and/or the Course Coordinator(Owen Davis davisok@purdue) will then be able to advise you on your options. Do not wait until after you take the exam to contact your instructor AND the Course Coordinator(Owen Davis davisok@purdue)

OFFICE HOURS: Each instructor has common office hours. During the first week of classes, the common office hour schedule is posted on each instructor's and door, and on the course web page. Also, the Math Help Room will open in KRCH 464A(on the corner of Third Street and Martin Jischke Dr.) Monday through Friday, from Noon to 4:00pm. The office hour schedule can be found on the course website. You are strongly urged to go to office hours if you have questions. It is the best way to get individual help, if it is physically possible for you.

Piazza Discussion Forum: We will use Piazza for the online discussion board for homework questions. More details will be provided to you once the semester starts. This is the place for you to interact with the other fellow students and get your homework questions answered. **You are highly encouraged to actively participate in the discussion.**

GRADES: The course grade will be based on a total of 710 points. Since the four midterm exams and the final exam are common to all students, a normalization process based on the composite score (sum of the scores for Exams 1 through 4 and the Final Exam; maximum 560 points) is used to determine the number of each letter grade given:

Homework	75
Quizzes	75
Exams 1 to 4, 90 points each	360
Final	200
Total	710

To insure a grade system that is as fair possible, and since the assessments common to all students and graded identically for all students are the five, course-wide exams, the best way to compare the learning of students in different sections with different instructors who will write and grade significantly different quizzes is using these seen common exams. SO...

SEMESTER LETTER GRADE CALCULATIONS:

1. Each student's Exams 1 through 4 scores and the final exam score will be added together, to form a composite score (out of a maximum of 560 points).
2. The Mathematics Department will decide on the A range, B range, etc., for the composite scores.
3. The course coordinator will count the number of composite scores for his/her students which are in the A range, B range, etc.
4. For course grades, the course coordinator will assign a number of As, Bs, etc, equal to the number of As, Bs, etc. earned as the composite scores. However, the final grades will be assigned based on total score (out of the 710 points as listed in the table above).
5. Example: Suppose there are 8 As, 10 Bs, etc. for the composite scores among your instructor's students, then the students in his/her section with the 8 highest total scores will receive an A; students with the next 10 highest total scores will receive a B; and so on.
6. If your total score is within 2 points of a grade cutoff, your grade will be raised to the higher full letter grade. If your total score is within 3-13 points of a grade cutoff, your grade will be raised and a minus sign added (that is, you will earn an A-, B-, C-, or D-). If your total score is within 14-24 points of a grade cutoff, a plus sign will be added to your grade (that is, you will earn a B+, C+, or D+).

ACADEMIC ADJUSTMENTS FOR STUDENTS WITH DISABILITIES: If you have been certified by the Disability Resource Center (DRC) as eligible for academic adjustments on exams(administered through the DRC) or quizzes(Quiz Form needs filled out with Insturctor), please see http://www.math.purdue.edu/ada for exam and quiz procedures. For all accommodations, please see BOTH your instructor for most things AND the course coordinator for exams(davisok@purdue.edu). Do this outside of 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.

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.

CAMPUS EMERGENCY PROCEDURE: 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. Announcements regarding campus emergencies will be sent via course-wide emails and posted on the course web page.

ACADEMIC DISHONESTY: The Mathematics Department will not tolerate academic dishonesty of any sort. If academic dishonesty occurs, then grade penalties will be imposed, possibly to the extent of an F in the course. All cases of academic dishonesty will be reported to the Office of the Dean of Students for disciplinary action (which may include probation, suspension, or expulsion).

DEADLINES FOR SECTION CHANGES AND DROPS: Section changes are possible via the web (on myPurdue) until Tuesday, June 14, and no signatures are required. Section changes between June 15 and June 24 are possible using Form 23 with the consent of your advisor and the instructor of the class you want to enter. You will find the list of instructors on the course webpage.

Last day for a student to drop a course
- (via the web using MyPurdue) without the course being recorded is Friday, June 17
- with a grade of W is 5:00 pm, Wednesday, July 13

COURSE EVALUATIONS: On Monday of the fifteenth week of classes, you will receive an official email from evaluation administrators with a link to online course evaluations.

EMERGENCY PREPAREDNESS SUMMARY: A document about emergency preparedness can be found on the course web page. Here is a summary:

If an alarm is heard inside a building, immediately evaluate the building. Get a safe distance from the building. Remain outside the building until police, fire, or other emergency response personnel provide additional guidance or tell you it is save to leave or return to the building.

If an alarm is heard outside a building, immediately seek shelter in a safe location within the closest building. These types of alarms may indicate a tornado, a civil disturbance, or release of hazardous materials in the outside air. Remain inside the building until police, fire, or other emergency response personnel provide additional guidance or tell you it is safe to leave.

In both cases above, you should seek additional clarifying information by all means possible such as Purdue University home page, email alert, TV, radio, etc.