

MA16020 : Applied Calculus II - Online Distance Course
Course Information - Syllabus(Part II)
FALL 2017

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

TEXTBOOK: No textbook 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 normally be due at 7:59AM, the day of the next lesson/lecture. **Homework due dates and times will appear in LON-CAPA.** The **three** 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, the Course Coordinator(Owen Davis davisok@purdue.edu).

Quizzes: NO QUIZZES for the distance learning course, in Blackboard simply ignore those grade columns completely.

Exams: There will be 5 "mini" midterm exams and a 2 hour final exam. The exams will be administered in a campus computer lab. The dates of the 5 "mini" midterms (50 minute exams) can be found in the course calendar, the exam times on those days will vary, but will be administered between 8:30am and 5:20pm. The final exam date and time will normally be available by the middle or end of September. **The semester does not end until Saturday, December 16 at 5:00 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 **the Course Coordinator(Owen Davis davisok@purdue.edu)** 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.edu) 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 15 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 **who is also the Course Coordinator(Owen Davis davisok@purdue.edu)** before taking the exam, even if you must do so right before the exam. Your instructor, the Course Coordinator(Owen Davis davisok@purdue.edu) will then be able to advise you on your options. Do not wait until after you take the exam to contact your instructor, the Course Coordinator(Owen Davis davisok@purdue.edu)

OFFICE HOURS: Most instructors hold office hours in the Math Help Rooms, MATH 205 or MATH 211. In addition to instructors from your course, instructors from other courses in the help rooms can also help you. The office hour schedule can be found on the course website. The schedule will be finalized during the first week of classes. **You are strongly urged to go to office hours if you have questions. It is the best way to get individual help.**

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.**

SUPPLEMENTAL INSTRUCTION: 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 regularly. Times and locations for the help sessions can be found here: www.purdue.edu/si or at the app: 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.

GRADES: The course grade will be based on a total of 610 points. Since the six "mini" 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 5 and the Final Exam; maximum 540 points) is used to determine the number of each letter grade given:

Homework	70
Exams 1 to 5, 72 points each	360
Final	180
Total	610

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 seven, 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 5 scores and the final exam score will be added together, to form a composite score (out of a maximum of 540 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 610 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 or quizzes, see www.math.purdue.edu/ada for exam and quiz procedures for your mathematics course or go to MATH 202 for paper copies. **NOTE: For exam accommodations**, you must contact the course coordinator (Owen Davis davisok@purdue.edu) as soon as possible during the semester and arrange an appointment to talk briefly and share your Accommodation Memorandum.

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, zeros on assessments for sure, and up the extent of a directed 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). **NOTE:** students should be made aware that they can report issues of academic integrity that they observe, either through the Office of the Dean of Students (purdue.edu/odos), call 765-494-8778 or email integrity@purdue.edu.

DEADLINES FOR SECTION CHANGES AND DROPS: During the first week of classes, section changes and drops are made via Banner within myPurdue, and no signatures are required. From the second through ninth weeks of the semester section changes and drops are possible using a Form 23 with the consent of your advisor and the instructor of the section you want to enter or drop. You will find the list of instructors with meeting times near the bottom of the course webpage. For drop signatures ONLY, if your instructor is not available, go to MATH 835 or to see the Course Coordinator Owen Davis in MATH 812.

LAST ADD DATE: The last day you can **Add OR Change into this Distance course is Tuesday, February 6.**

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 safe 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.