

MA16020 : Applied Calculus II - Online Distance Course

Course Information - Syllabus(Part II)

Summer 2019

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 normally be due at 8:59AM Eastern Time, West Lafayette time, the day of the next lesson/lecture on the Course Calendar. **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, myself, the Course Coordinator(Owen Davis davisok@purdue.edu).

Special Note: If you feel one of your homework answers is being graded incorrectly, please get help using the Piazza Discussion Board mentioned further below, posting a screen shot of the problem with the answer you think is correct, however actual LON-CAPA grading mistakes are extremely rare. **AFTER homework answers are available for a given HW assignment in LON-CAPA,** when a HW assignment goes past due, then do email the LON-CAPA troubleshooting person(Austin Rogers rodger15@purdue.edu) if the answer you submitted was incorrectly graded.

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

Exams: There will be 4 midterm exams and a 2 hour final exam. The exams will be administered in a campus computer lab or through an online testing service, depending on your physical summer geographic location. 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 2 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 **AND 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 **AND/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 office hours. During the first week of classes, the office hour schedule is typically posted on each instructor's and door, and on the course web page. Also, the Math Resource Room will be open in MATH 211, Monday through Friday, from 10:00am to 4:00pm, beginning Monday, June 10. The office hour schedule will eventually 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.**

Math Resource Room (located in MATH 211). The purpose of the Math Resource Room is to foster student learning. The MRR is a space for students to work collaboratively and for instructors to answer questions over course material and go through problems similar to students homework problems. The instructors will not do your exact homework problems. Instead, they will go through a similar problem with you to give you another example to work through. This is more beneficial for you, since it better prepares you for quizzes and exams.

Piazza Discussion Forum: We will use Piazza for the online discussion board for homework questions. There will be a moderator that can help you with even smaller issues like typing in answers correctly. Asking a question, posting a part of your solution and/or the answer you are typing in, can all be helpful to getting prompt useful help. This is also a great place for you to interact with other fellow students and get your homework questions answered by one another also. **You are highly encouraged to actively participate in the discussion.**

GRADES: The course grade will be based on a total of 635 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
Exams 1 to 4, 90 points each	360
Final	200
Total	635

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 635 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: Purdue University strives to make learning experiences accessible to all participants. If you anticipate or experience physical or academic barriers based on disability, you are encouraged to contact the Disability Resource Center at: drc@purdue.edu or by phone: 765-494-1247.

If you have been certified by the Disability Resource Center (DRC) as eligible for academic adjustments on **Exams**, contact Owen Davis, your instructor, the course coordinator(davisok@purdue.edu). Share your Accommodation Memorandum for the current semester and discuss your accommodations as soon as possible with Owen Davis. Exams will be scheduled through the DRC Testing Center, so make contact with them as well.

Quizzes: If you have been certified by the Disability Resource Center (DRC) as eligible for academic adjustments on **Quizzes**, see <http://www.math.purdue.edu/ada> for quiz procedures or go to MATH 202 for a paper copy.

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 your 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.

SUPPORT for Stress, Anxiety, Learning Resources, or Mental Health:

If you find yourself beginning to feel some stress, anxiety and/or feeling slightly overwhelmed, try WellTrack, <https://purdue.welltrack.com/>. Sign in and find information and tools at your fingertips, available to you at any time.

If you need support and information about options and resources, please see the Office of the Dean of Students, <http://www.purdue.edu/odos>, for drop-in hours (M-F, 8 am- 5 pm).

If youre struggling and need mental health services: Purdue University is committed to advancing the mental health and well-being of its students. If you or someone you know is feeling overwhelmed, depressed, and/or in need of mental health support, services are available. For help, such individuals should contact Counseling and Psychological Services (CAPS) at (765)494-6995 and <http://www.purdue.edu/caps/> during and after hours, on weekends and holidays, or by going to the CAPS office of the second floor of the Purdue University Student Health Center (PUSH) during business hours.

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: Academic honesty and integrity is a critical part of all we do at Purdue. Students are expected to adhere to the Purdue Honor Pledge: As a boilermaker pursuing

academic excellence, I pledge to be honest and true in all that I do. Accountable together we are Purdue. See the Purdue Honor Pledge for more information.

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: Section changes are possible via the web (on myPurdue) until Tuesday, June 11, and no signatures are required. Section changes between June 12 and June 21 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 Sunday, June 16
- with a grade of W is 5:00 pm, Wednesday, July 10

COURSE EVALUATIONS: On Monday of the Seventh 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.