

MA16010 Course Syllabus Fall 2020

Prerequisite: MA 15400 C- or better, MA 15800 C- or better, ALEKS score of 75% or above, SAT math score of 600 or above, or ACT math score of 26 or above.

Textbook: No textbooks are required to be purchased. Course content will be provided to students online through LON-CAPA, free of charge.

Homework Access: Online homework access through LON-CAPA will be provided to students, free of charge.

Discussion Board: We will use Piazza for online discussion. Instructors will moderate Piazza very closely. For more information about Piazza, please see the course website.

Calculator: No calculator is required to be purchased. Students can use a calculator that they already have, a computer built-in calculator, or an online calculator application for necessary calculation. Students should not use a calculator for operations other than numerical computation. For example, students should not use a graphing calculator to differentiate a function. This will have an adverse effect on students' learning of the topic.

Homework: Homework assignments will be assigned regularly. Each assignment is due at **11:00pm Eastern time** the following class day. There are **36 homework assignments with 5 points each**. The **four lowest** homework scores will be dropped.

Note: If you believe that a homework question is graded incorrectly after the answer is available, please send an email to hdelgado@purdue.edu. Any email appeal must have "homework appeal" in the subject line and must contain the student's full name, section number, assignment number, problem number, and a brief description of the issue. A grade adjustment will not be made if the student did not follow the instructions on how to input the math expressions in LON-CAPA.

Quizzes: There will be **12 quizzes in total with 8 points each**. The **two lowest** quiz scores will be dropped. All quizzes will be completed online in LON-CAPA. Quizzes will be timed and open book. Students have 10 minutes to complete each quiz, and they can choose when to take it during a 24 hour window. More details on the quiz rules will be provided later. There will be no make-up quizzes. In extenuating circumstances, you may be exempted from a quiz. The exempted quiz will be replaced by your overall quiz average at the end of the semester.

Exams: There will be three midterm exams and a final exam. The final exam will be like the 4th midterm. The exam window of the midterms can be found in the calendar. The final exam information will be given later in the semester. All exams will be completed online in LON-CAPA. Exams will be timed and open book. Students have 60 minutes to complete each exam (midterm or final), and they can choose when to take it during a 72 hour window. More details on the exam rules and procedures will be provided later.

Late Work: It is EXTREMELY important that students communicate with their instructors in a timely manner when they are not able to complete an assessment on time, which includes homework, quizzes, and exams. **Students need to make the first contact with their instructor regarding their situation within 48 hours after the assessment is due to be eligible for consideration for possible extension or other accommodation, unless they are physically not able to. This policy applies to ALL scenarios of late work.**

- If a student has an extenuating circumstance for missing a deadline, we will do our best to make the accommodations needed based on your case. Students are expected to provide supporting documents for accommodations for late work. We do drop four lowest homework and two lowest quiz scores in consideration of situations where a supporting document might not be easily available. Each exam has a 72 hour window for completion. Students are encouraged to take exams earlier than later during the given window when they are able to so that they can avoid unexpected last minute situations.
- The first contact with the instructor can be very brief if the student is not in a position to explain in great detail. The student does not have to include a supporting document, such as a doctor's note, in the first contact either if it is not yet available. The main purpose of the first contact is to make your instructor aware of the situation. Supporting documents can be provided in subsequent emails.
- For example, HW 1 is due at 11pm on Wed, 8/26. If a student is physically able to, but does not contact their instructor until after 11pm on Fri, 8/28, the student will not be granted an extension even if the student had an extenuating circumstance for missing the assignment.
- To be sure that your email is actually sent out to your instructor, you can double check your sent box after you send the email. It will not be a valid reason for not sending the email on time because the student thought the email was sent out, but actually was not.

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 before taking the exam. Do not wait until after you take the exam to mention a situation to your instructor. Students cannot retake an exam.

Quarantine/Isolation Due to COVID-19: If you become quarantined or isolated due to COVID-19, in addition to support from the Protect Purdue Health Center, you will also have access to an Academic Case Manager who can provide you academic support during this time. You should also contact your instructor regarding resources for remote learning if you are in a face-to-face section.

Extra Credit: There will be 8 points of extra credit available for the semester. There will not be any other extra credit.

- Extra Credit 1 (2 points): Quiz/exam readiness questions. Will be announced by email.
- Extra Credit 2 (2 points): Will be decided by each section instructor.

- Extra Credit 3 (2 points): Will be decided by each section instructor.
- Extra Credit 4 (2 points): Will be decided by each section instructor.

Grades: The course grade will be based on a total of 640 points.

Homework	160 points
Quizzes	80 points
Exam 1	100 points
Exam 2	100 points
Exam 3	100 points
Final Exam/Exam 4	100 points
Total	640 points

Final letter grades will be determined using the following grading scale. This grading scale has already incorporated a curve in it. There will not be any other curves. To ensure fairness to all students, we will **STRICTLY** follow the grading table below. No bump-ups will be given.

Total Points > 620	A+
563 < Total Points ≤ 620	A
545 < Total Points ≤ 563	A-
527 < Total Points ≤ 545	B+
480 < Total Points ≤ 527	B
462 < Total Points ≤ 480	B-
444 < Total Points ≤ 462	C+
389 < Total Points ≤ 444	C
371 < Total Points ≤ 389	C-
353 < Total Points ≤ 371	D+
306 < Total Points ≤ 353	D
288 < Total Points ≤ 306	D-
Total Points ≤ 288	F

Office Hours: Office hours will be held on Piazza and Zoom/WebEx. See details in the “Resources” section on the course website. You are strongly encouraged to utilize the office hours if you have any questions or need any help.

Section Changes and Drops: During the first week of classes, you can make section changes or drop the course yourself within myPurdue, and no signatures are required. From the second week until the deadline, you need to submit an electronic section change or withdrawal request on myPurdue.

Accommodations 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 a disability, you are encouraged to contact the Disability Resource Center at drc@purdue.edu or by phone: 765-494-1247.

In this mathematics course accommodations are managed between the instructor, the student, and the DRC Testing Center.

If you have been certified by the Disability Resource Center (DRC) as eligible for accommodations, you should contact your instructor to discuss your accommodations as soon as possible. Here are instructions for sending your Course Accessibility Letter to your instructor: <https://www.purdue.edu/drc/students/course-accessibility-letter.php>

Campus Emergency Procedure: In the event of a major campus emergency, course requirements, deadlines, and grading policies 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 will be posted on the course webpage.

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. Additionally, 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). If you would like to report issues of academic integrity, you can report to the Office of the Dean of Students (purdue.edu/odos), call 765-494-8778, or email integrity@purdue.edu.

Course Evaluations: At the end of the semester, you will receive an official email from evaluation administrators with a link to online course evaluations. You will have two weeks to complete this evaluation. You are strongly encouraged to participate. Your feedback is vital to maintaining and improving the quality of education at Purdue University.

Protect Purdue Classroom Guidance: The [Protect Purdue Plan](#), which includes the [Protect Purdue Pledge](#), is campus policy and as such all members of the Purdue community must comply with the required health and safety guidelines. Required behaviors in this class include: staying home and contacting the Protect Purdue Health Center (496-INFO) if you feel ill or know you have been exposed to the virus, properly wearing a mask [in classrooms and campus buildings](#) at all times (e.g., mask covers nose and mouth, no eating/drinking in the classroom), disinfecting

desk/workspace prior to and after use, maintaining appropriate social distancing with peers and instructors (including when entering/exiting classrooms), refraining from moving furniture, avoiding shared use of personal items, maintaining robust hygiene (e.g., hand washing, disposal of tissues) prior to, during, and after class, and following all safety directions from the instructor.

Students who are not engaging in these behaviors (e.g., wearing a mask) will be offered the opportunity to comply. If non-compliance continues, possible results include instructors asking the student to leave class and instructors dismissing the whole class. Students who do not comply with the required health behaviors are violating the University Code of Conduct and will be reported to the Dean of Students Office with sanctions ranging from educational requirements to dismissal from the university.

Any student who has substantial reason to believe that another person in a campus room (e.g., classroom) is threatening the safety of others by not complying (e.g., not wearing a mask) may leave the room without consequence. The student is encouraged to report the behavior to and discuss next steps with their instructor. Students also have the option of reporting the behavior to the [Office of the Student Rights and Responsibilities](#). See also [Purdue University Bill of Student Rights](#).

Emergency Preparedness Summary: A document about emergency preparedness can be found on the course website. 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 through the Purdue University home page, email alert, TV, radio, etc.