

Ground Rules for MA 165 - Fall 2020

1. **Structure of the lectures:** The lecturers (Matsuki and Yeung) deliver a “in-person” lecture on MWF at EE 129, which traditionally has the capacity of holding 450 students and whose capacity is now reduced to 150 because of the distancing requirement due to COVID-19. Each lecture is video-taped through Boilercast. All the students have an access to the video-taped lecture.

The student has to choose to join, in his/her account in the Brightspace, one of the following 4 Groups.¹²

M: Monday in-person lecture

W: Wednesday in-person lecture

F: Friday in-person lecture

B: Boilercast only

For example, if you choose to join the **W**-Group, then it means the following:

- You have the priority to be able to sit in the lecture room EE 129 on Wednesday to see the lecturer deliver a lecture on that day in person.
- It does NOT mean you have to come to EE 129 on Wednesday. We do not take attendance. You can always watch the video-taped lecture on Boilercast.
- If there is a space available, you may sit in the lecture room even on Monday or Friday.

Even though we do not take attendance, understanding the content of each lecture, either by attending the lecture in-person (see above) or watching the video on Boilercast, is **REQUIRED**.

NOTE: If time and resource permit, Matsuki will make supplemental lecture videos (NO guarantee). They will be uploaded to Mediaspace, and their links will be announced on Brightspace so that all the students in MA 165 have an access to the videos. These videos are intended to provide the students with some extra help.

2. **Schedule:** You can find the detailed schedule for the lectures, homeworks, quizzes, and exams on the Assignment Sheet, which is posed on the course webpage.

¹If you signed up for the totally online section 284/285, you do not have to make this choice.

²To join a group, go to the Brightspace page for Fall 2020 MA16500-100 LEC if you are with Matsuki/ Fall 2020 MA16500-200 LEC if you are with Yeung. Click “Course Tools” and “Groups”. You are welcome to change groups at any time and as frequently as you desire. The only way to be sure there will be a seat for you in lecture is your group status. Try not to occupy a spot in a group if you are not planning to come to the lecture that day, as someone else may want the seat. Attending lecture in-person is always optional. All lectures will be available on Boilercast.

3. **Textbook:** The textbook for MA 165 for Fall 2020 is:

Calculus with Early Trancendentals by Briggs, et al. Pearson, 3rd edition.
For more information on the textbook, see

“Quick Student Guide to MyLabMath”,

which is also posted on the course webpage.

4. **Homework:** Homework is given as an assignment in MyLabMath, corresponding to each lecture. The student should buy an access code to MyLabMath. For more details on how to buy an access code, we refer the students to “Quick Student Guide to MyLabMath”.

Usually the deadline to turn in the MyLabMath homework is 10:00 PM on the day of the following lecture. (For example, if the material of the homework is discussed on the lecture given on Monday, the deadline for that homework is 10:00 PM of Wednesday of the same week, when the following lecture is given. We may pick up and discuss some difficult problems in the assignment during the lecture, if time permits.) The specific deadline for each assignment can be found on the MyLabMath. No extension of the deadline is allowed (except under some special circumstances). Two lowest scores of the homework assignments will be dropped at the end of the semester.

5. **Quiz:** Every Thursday you are supposed to work on a quiz, which is given as an assignment in MyLabMath, and and submit your work. You can get help from your Recitation Instructor in Zoom conference format during the specified recitation time. Participation for this Zoom conference is OPTIONAL, and NOT required. Your Recitation Instructor will provide the information on how to participate on the Zoom conference upon request. Our quiz is NOT a test, and you are encouraged to discuss the problems with your peer students (with an appropriate social-distancing or online). The quiz will become avaiable at 6:00 AM on each Thursday, and will remain open till 10:00 PM. The actual time you can work on the quiz is 120 minutes. One lowest score of the quizzes will be dropped at the end of the semester.

6. **Exam:** We will have 3 midterms (online, each given as an assignment in MyLabMath), and the Final Exam (online, given as an assignment in MyLabMath). The exact format of each exam (time frame, duration of the exam, open book, use of calculator etc.) will be announced as the scheduled date of the exam (found on the Assigmnet Sheet) gets closer.

7. **Office Hour:** Matsuki and Yeung will hold office hour through Zoom conference. For the detail, please contact your lecturer (Matsuki or Yeung).

8. Grading Scheme: The course grade will be determined by the **Total Score**, calculated as follows:

Homework	150 points
Quizzes	50 points
3 Midterm Exams	$3 \times 100 = 300$ points
Final Exam	200 points
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Total Score	700 points

We have 33 MyLabMath homework assignments (two lowest of which will be dropped) and 10 quizzes (one lowest of which will be dropped). The scores will be rescaled and calculated to fit into the weights announced above.

Grading Scheme

The letter grades will be given according to the following scheme:

A^+	700 - 665
A	664 - 620
A^-	619 - 590
B^+	589 - 560
B	559 - 510
B^-	509 - 490
C^+	489 - 450
C	449 - 390
C^-	389 - 350
D^+	349 - 320
D	319 - 300
F	299 or below

NOTE: At the end of the semester, if the distribution of the letter grades is way off the traditional one, we MAY LOWER the above mentioned cut-off points. We will NEVER RAISE the cut-off points.

9. Late Registration and/or Transfer: If you have not yet registered for the course but intend to, you should ask the TA of the section you are attending to get you a MyLabMath account and you should start submitting the assignments. There is a two-week trial period for the MyLabMath account. After that, you will have to pay the (nonrefundable) access fee.

If you want to transfer from one section to another, you will have to ask the permission from the lecturer and notify the TA's (both of the old section and of the new one) of your transfer.

10. 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 or quizzes, the accomodation for the exams in MyLabMath will be done automatically by Stephanie Foster (foster80@purdue.edu). If you have further questions and/or inquiries, please contact her by sending an e-mail. For the special accomodations regarding the quizzes, please contact your TA and/or lecturer.

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.

11. Important Dates:

- Monday, Aug. 31: Last day to register without a late fee
- Monday, Sept. 7: Last day to cancel a course assignment without it appearing on record
- Monday, Sept. 21: Last day to withdraw a course with a grade of W or to add/modify a course with instructor and advisor signature
- Tuesday, Oct. 27: Last day to withdraw from a course with a W or WF grade

12. Piazza Forum : Piazza Forum will be used so that the students can ask the questions about the homework problems in MyLabMath and/or the contents of the lectures etc. Detailed instructions and rules on how to use the Piazza Forum will be sent via e-mail by Prof. Naughton and/or communicated to you by your Recitation Instructor.