

Ground Information for MA 26100, Fall 2020

For Students in the Face-to-Face sections

Course Web Page for MA 26100: <https://www.math.purdue.edu/MA261>

Check this page often for important information and announcements. There is also a detailed *Daily Calendar* for the entire semester posted.

Lectures (MWF): To comply with the [Protect Purdue Plan](#), no more than 150 students can be in the lecture room at one time. Therefore, you must choose the day on which you wish to attend the lectures in person. Please go log into [Brightspace](#) and open up the **lecture** page for the course (Fall 2020 MA 26100-XXX LEC). Then click on *Course Tools*, and then *Groups*, and select the day you want. On the other lecture days, you should **not** go to lecture in person. Instead, you will watch the lecture recordings online (accessed through the **lecture** page in Brightspace).

Recitations (T): To comply with the Protect Purdue Plan, each recitation class will be divided into two groups. The first group will attend during the first 20 minutes of the recitation, and the second group will attend during the last 20 minutes. You will be assigned to a group and your assigned in-person meeting schedule can be found on your class schedule available via myPurdue Scheduling Assistant.

Homework:

There are 37 online assignments using *MyLab*. You can access *MyLab* through the **recitation** Brightspace page (Fall 2020 MA 26100-YYY REC). Generally, homework from the Friday and Monday lectures are due on Tuesday at 11:00 pm and homework from the Wednesday lecture is due Thursday at 11:00 pm.

Quizzes:

There will be a an online quiz every Tuesday with a few exceptions. Quizzes typically cover the lecture material from the previous week. Quiz problems are similar to the homework problems. Please see the Course Calendar on the [Course Web Page](#) for details.

Policy on Late Homework and Missed Quizzes:

Late homework will not be accepted. No make-up quizzes will be given. At the end of the semester the **3 lowest homework scores** and the **2 lowest quiz scores** will be dropped.

Midterm Exams:

There will be two midterm exams, tentatively scheduled on the following dates:

EXAM 1 Wednesday/Thursday, 9/30 & 10/1

EXAM 2 Wednesday/Thursday, 11/4 & 11/5

More information will be announced closer to exams.

Grades:

Course grades will be determined from your overall total score which will be computed as follows:

Homework	18%
Quizzes	10%
Two midterms @ 18% each	36%
Comprehensive Final Exam	36%

The **maximum** percentage to get each grade is as follows:

A+	97%
A	93%
A-	90%
B+	87%
B	83%
B-	80%
C+	77%
C	73%
C-	70%
D+	67%
D	60%

For each of these grades, **it's possible that at the end of the semester a somewhat lower percentage will be enough to get that grade.** (In other words, the lowest percentage to get, for example, an A *could be lower* but *will not be higher* than 93%.)

Important Dates:

Last day to drop a course without it being recorded: **Friday, September 4**

Last day to drop a course and receive a W: **Tuesday, October 27**

Please see the [Purdue University Academic Calendar](#) for other important dates.

Calculators:

Calculators are not allowed on exams or quizzes. You may use calculators on homework assignments.

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 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 see <http://www.math.purdue.edu/ada> for exam and quiz procedures for your mathematics course. If you have questions please send email to Stephanie Foster (foster80@purdue.edu).

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.

For all in-class accommodations please contact your instructor 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>

Academic Guidance in the Event a Student is Quarantined/Isolated:

If you become quarantined or isolated at any point in time during the semester, 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. Your Academic Case Manager can be reached at acmq@purdue.edu and will provide you with general guidelines/resources around communicating with your instructors, be available for academic support, and offer suggestions for how to be successful when learning remotely. Importantly, if you find yourself too sick to progress in the course, notify your academic case manager and notify your instructors via email. We will make

arrangements based on your particular situation. The Office of the Dean of Students (odos@purdue.edu) is also available to support you should this situation occur.

Attendance Policy during COVID-19:

Students should stay home and contact the Protect Purdue Health Center (496-INFO) if they feel ill, have any symptoms associated with COVID-19, or suspect they have been exposed to the virus. In the current context of COVID-19, in-person attendance will not be a factor in the final grades, but the student still needs to inform the instructor of any conflict that can be anticipated and will affect the submission of an assignment or the ability to take an exam. Only the instructor can excuse a student from a course requirement or responsibility. When conflicts can be anticipated, such as for many University-sponsored activities and religious observations, the student should inform the instructor of the situation as far in advance as possible. For unanticipated or emergency conflict, when advance notification to an instructor is not possible, the student should contact the instructor as soon as possible. When the student is unable to make direct contact with the instructor and is unable to leave word with the instructor's department because of circumstances beyond the student's control, and in cases of bereavement, quarantine, or isolation, the student or the student's representative should contact the Office of the Dean of Students via email or phone at 765-494-1747.

Classroom Guidance Regarding Protect Purdue:

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, wearing a mask [in classrooms and campus building](#), at all times (e.g., no eating/drinking in the classroom), disinfecting desk/workspace prior to and after use, maintaining proper 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., handwashing, 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](#).

CAPS Information:

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 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 through its counselors physically located in the Purdue University Student Health Center (PUSH) during business hours.

Commercial Note Taking in Classes:

Notes taken in class are generally considered to be "derivative works" of the instructor's presentations and materials, and they are thus subject to the instructor's copyright in such presentations and materials. No individual is permitted to sell or otherwise barter notes, either to other students or to any commercial concern, for a course without the express written permission of the course instructor. See University Senate Document 03-9, April 19, 2004.

Course and Instructor Evaluations:

During the last two weeks of the semester, you will be provided an opportunity to evaluate this course and your instructor(s) through online course evaluations. On Monday of the 14th week of classes, you will receive an official email from evaluation administrators with a link to the online site. You will have two weeks to complete this evaluation. Your participation in this evaluation is an integral part of this course. Your feedback is vital to improving education at Purdue University. We strongly urge you to participate in the evaluation system.

Academic Dishonesty:

Academic integrity is one of the highest values that Purdue University holds. Individuals are encouraged to alert university officials to potential breeches of this value by either emailing integrity@purdue.edu or by calling 765-494-8778. While information may be submitted anonymously, the more information that is submitted provides the greatest opportunity for the university to investigate the concern.

Purdue prohibits academic dishonesty. According to University policy cheating, plagiarism, lying and deceit in any of their diverse forms (such as the use of substitutes for taking examinations, the use of illegal cribs, plagiarism and copying during examinations) is dishonest and must not be tolerated. Moreover, knowingly to aid, abet, directly or indirectly, other parties in committing dishonest acts is in itself dishonest. If found guilty of academic dishonesty, possible penalties can range from receiving a zero on the assignment to expulsion from the University. For more details about the Purdue policy on academic dishonesty see

www.purdue.edu/odos/osrr/academicintegritybrochure.php

Other Issues:

In the event of a major campus emergency or other circumstances beyond the instructor's control, course requirements, deadlines, and grading percentages are subject to changes that may require a revised semester calendar. To get information about changes in this course please check frequently the course web page: www.math.purdue.edu/MA261