MA 15300 Fall 2017

- Instructor: Patrick Devlin
  - (you may call me Patrick).

- Office: MATH 804

- Email: pdevlin@purdue.edu (ALWAYS check the course websites FIRST before emailing)

- Office Hours: 10:30 to 11:30am and 1:00 to 2:00pm Monday through Friday
Course Websites

• Go to BlackBoard to read through all the course materials (Syllabus, Schedule, etc.) and to view the course gradebook. It is your responsibility to know all the course policies and understand all the course materials on the website.

• Go to LON-CAPA to view the course content (notes and videos) and to complete homework assignments.

• ALWAYS check BlackBoard and/or LON-CAPA FIRST when searching for class information.
Class Policies

• Attend every class
  – If you are able to learn the material on your own without attending class, you are STRONGLY encouraged to registered for the online section of the course

• Be on time

• Stay the duration of the class

• Take notes (print notes if they are available and complete them during class)

• Ask questions

• Be respectful

• Don’t speak when someone else is speaking
What to do if You Miss Class

• Do your best to attend every class
• If you miss a class, be sure to catch up on the material you missed by using the content and videos in LON-CAPA
• You can also watch a video of the lecture you missed using BoilerCast, which is available by going to BlackBoard
• Keep in mind you cannot make-up any missed assignments (homework, quizzes, or exams), so do your best to attend each class and complete all homework assignments
Online Homework

• All homework is online in LON-CAPA
• Go to loncapa.purdue.edu and login using your Purdue username and password
• LON-CAPA is completely free, and you do not need to register; as long as you are a Purdue student and you are enrolled in this course, you will have access
• Online homework for each lesson will be due at 11:00pm on the day after a lesson is covered
• THERE ARE NO MAKE-UP ASSIGNMENTS
• At the end of the semester, every student will receive a 10% bonus on their homework to account for unforeseen circumstances
Online Homework

• A student will receive \((\frac{1}{2})^x\) points per problem, where \(x\) represents the number of incorrect attempts.

• Online homework is worth **50 total points** at the end of the semester.

• Complete each homework assignment well in advance of the due date/time.

• Read through the Recommendations for Completing Homework document at [BlackBoard](http://www.blackboard.com).
Piazza

• Piazza is a discussion board that can be used to post questions regarding homework problems and/or exam problems (after the exams have been completed)

• Piazza can be accessed by going to BlackBoard and clicking on Homework Information from the left-hand side of the screen

• If you are having trouble with a homework problem, do **NOT** email your instructor or the course coordinator, and do **NOT** send messages using LON-CAPA; use Piazza

• Visit BlackBoard to the read through the Piazza Info and to get started
Quizzes

• Quizzes will be unannounced

• **THERE WILL BE NO MAKE-UP QUIZZES OR EARLY QUIZZES**

• At the end of the semester, every student will receive a 10% bonus on their quiz average to account for unforeseen circumstances

• Quizzes will be worth **50 points** at the end of the semester.

• **ANY STUDENT CAUGHT CHEATING ON A QUIZ WILL LOSE ALL THEIR QUIZ POINTS FOR THE ENTIRE SEMESTER**
Exams

• Every exam will be completed online using LON-CAPA
• Exams will be completed during regular class time; locations will be announced later
• There will be no make-up exams; if you miss an exam, you will receive a zero
• At the end of the semester, each student’s lowest exam score will be replaced with half their Final Exam score
• Only one regular exam score can be replaced, and if your Final Exam score is your lowest score, there will be no replacement
• **NOTHING** will influence your final overall course grade more than your exam scores
Exam Dates

- Exam 1: Friday, September 8th covering Lessons 1 – 7
- Exam 2: Monday, September 25th covering Lessons 8 – 13
- Exam 3: Monday, October 16th covering Lessons 14 – 20
- Exam 4: Monday, October 30th covering Lessons 21 – 25
- Exam 5: Monday, November 13th covering Lessons 26 – 30
- Exam 6: Friday, December 1st covering Lessons 31 – 35
Final Exam

• The Final Exam will also be completed online using LON-CAPA

• The date and time of the final exam will be announced later this semester. **STUDENTS WILL NOT BE ALLOWED TO TAKE THE FINAL EXAM EARLY.** Do not make plans to leave campus early during finals week (December 11th – 16th).

• Again, **NOTHING** will influence your final overall course grade more than your exam scores
Calculator Policy

- A TI-30Xa scientific calculator is the only handheld calculator that may be used on quizzes and exams (approx. $10 in the bookstore)
- Since exams will be completed online, students may also use a Windows computer desktop calculator in scientific view during exams
- Nothing else may be used and sharing calculators is not permitted
- Whatever you plan to use on the exams, TI-30Xa or Windows computer calculator, use the same thing on the homework.
- Take a look at the Calculator Tips document in BlackBoard for help using the TI-30Xa handheld calculator and the Windows computer desktop calculator
Accommodations 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.

- 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 meet with the course coordinator (Patrick Devlin) during his office hours (10:30 – 11:30am and 1:00 – 2:00pm Monday through Friday in MATH 804). Be sure to bring your Accommodation Memorandum for the current semester. This meeting needs to take place as early in the semester as possible. If your instructor does not have office hours, email them to set-up an appointment.
University Grief Policy

In the unfortunate event of the loss of a loved one, students should contact the Office of the Dean of Students to request that a notice of his or her leave be sent to instructors. The student will provide documentation of the death or funeral service attended to the ODOS. Given proper documentation, the instructor will excuse the student from class and provide the opportunity to earn equivalent credit and to demonstrate evidence of meeting the learning outcomes for missed assignments or assessments. If the student is not satisfied with the implementation of this policy by a faculty member, he or she is encouraged to contact the Department Head and if necessary, the ODOS, for further review of his or her case. In a case where grades are negatively affected, the student may follow the established grade appeals process.
Emergency Preparedness

- Purdue University is a very safe campus and there is a low probability that a serious incident will occur here at Purdue. However, just as we receive a “safety briefing” each time we get on an aircraft, we want to emphasize our emergency procedures for evacuation and shelter in place incidents. Our preparedness will be critical IF an unexpected event occurs!

- EMERGENCY NOTIFICATION PROCEDURES are based on a simple concept – if you hear a fire alarm inside, proceed outside. If you hear a siren outside, proceed inside.

- For more information on Emergency Preparedness at Purdue University, please visit [www.purdue.edu/ehps/emergency_preparedness/](http://www.purdue.edu/ehps/emergency_preparedness/).
Grades

• 50 points for each regular exam, 100 points for final exam, 50 points for online homework, 50 points for quizzes
• Course grading scale is available in the Syllabus; **BE SURE TO LOOK AT THE GRADING SCALE IN THE SYLLABUS AS IT MAY NOT BE THE SAME AS THE GRADING SCALE USED IN OTHER CLASSES**
• The 10% homework bonus and 10% quiz bonus are the only opportunities to earn extra credit; your final grade will be based solely on the total number of points earned
• Final overall course grades will be available in the BlackBoard gradebook following the Final Exam
• **Nothing will influence your final course grade more than your exam scores**
Add/Section Changes

• Week 1: Use the myPurdue system

• 2nd week on: You must see the Course Coordinator (Patrick Devlin) in MATH 804 during office hours
  – 10:30 to 11:30am and 1:00 to 2:00pm Monday through Friday
  – You **MUST** see the course coordinator to have any drop/add forms signed.
Cheating Policy

• Short version: Don’t cheat

• Long version: Cheating is not tolerated! Grade penalties will always be imposed by the department. All cheating cases will also be reported to the Dean of Students for disciplinary action (probation, suspension, expulsion).
Advice on Succeeding in MA 15300

• Attend **EVERY** class meeting and do the appropriate homework assignments **BEFORE** class

• Actively participate during lectures; mathematics is **NOT** a spectator sport

• **Don't fall behind**; stay current with homework and lectures, and if you feel like your struggling with the material, **get help immediately**

• Visit office hours regularly to get help with concepts from lessons, and to get individual questions answered
Help Resources Available On-Campus

- **Supplemental Instruction**
- **MATH Help Rooms**
- **WIEP-WISP Tutoring Program**
- **COSINE Evening Science Help Center**
- Piazza Discussion Board (available in BlackBoard)
- **Office Hours**
  - The course coordinator’s office hours are available to ALL 153 students
    - 10: 30 to 11: 30am and 1:00 to 2:00pm Monday through Friday