# 236 CLASS POLICY, SECTIONS 03 AND 05

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Welcome to Math 236! Section 03 will meet MWF in Burruss 130 from 11:15-12:05 for lectures and Thursdays in Burruss 034 from 2:00-3:15 for quiz/problem day. Section 05 will meet MWF in Burruss 034 from 1:25-2:15 for lectures and Thursdays in Burruss 034 from 3:30-4:45 for quiz/problem day. We will be using the book *Calculus, One and Several Variables, Eighth Edition* by Salas, Hille, and Etgen. A graphing calculator is required for this course (the TI-83 and HP-48 are recommended; see "Calculators" below for more information).

This rest of this handout describes the grading scheme, homework policy, and general structure of the course. Please read it carefully; I know it's rather long, but you'll have a very good idea of what I expect from you (and what you should expect from me) if you read it all. Be sure to also read the FAQ and take a good look at the syllabus. These materials and all quizzes, tests, keys, and handouts will be posted on the class website.

### Grades
Your grade for this course will be primarily determined by your performance on quizzes, tests, and the final exam. There will be a small number of attendance quizzes given randomly throughout the semester. I expect the distribution of points to be approximately as follows:

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| Attendance Quizzes | 10 | × | 2 pts | 20 total pts | 3 % |
| Weekly Quizzes | 10 | × | 20 pts | 200 total pts | 28 % |
| Tests | 3 | × | 100 pts | 300 total pts | 41 % |
| Final Exam | 1 | × | 200 pts | 200 total pts | 28 % |
| TOTAL | | | | 720 total pts | 100 % |

The actual number of attendance quizzes (and thus points) may differ from those given above. Bonus points can be earned by completion of cheat sheets (see below) and bonus questions on exams. When calculating your grade I may also consider your performance throughout the course (for example, whether it improved or got worse) and your participation in class and in the group problem sessions.

### Calculators
A graphing calculator is required for this course. I recommend the TI-83 or the HP-48. The TI-82 and TI-85 should also be sufficient. The TI-89 and TI-92 are overkill for this course. Among other things, they can symbolically differentiate and integrate; therefore the TI-89 and TI-92 will not be allowed on quizzes and tests (so I obviously don't recommend them). Calculators will be required for some quizzes and banned for others. Tests may be split into calculator and non-calculator parts. In general, you should only use your calculator to check your answers or when specifically called for. For example, if I ask you to find the zeros of a function on a quiz or exam, you will not get any points for finding them with your calculator unless the problem specifically requests that you use a calculator. However, once you've found the zeros algebraically you could always check your answer using your

calculator. See me if you have any questions about your calculator and if it will be adequate for the course. Please also see me as soon as possible if your only calculator is a TI-89 or a TI-92.

**Attendance Quizzes and Absences**
It is imperative that you come to class each day and take careful notes. I will take random two-point "attendance quizzes" throughout the semester to keep track of who is attending class; these quizzes cannot be made up for any reason. If you do miss class it is your responsibility to find out (from a classmate) what you missed, including class notes, announcements, and handouts. Absences from tests and quizzes will be excused only for reasons such as serious illness or official university activities, and will require my permission in advance. Look at the test and quiz days (and the day of the final exam) on the syllabus now; if you know you will have to be absent one of those days, please tell me as soon as possible. If you miss a quiz or test and have not worked it out with me in advance, it is imperative that you contact me immediately, calling me over and over in a complete panic, until you reach me.

**Homework**
I will not collect homework, although your understanding of it will be tested in each weekly quiz and each test. Depending on your understanding of the material, you may need to do more problems or less problems than are on the homework syllabus. The problems on the homework syllabus represent the concepts that I want you to understand and skills that I want you to have for each section. However, there may sometimes be material discussed in lectures or in the reading that is not represented in the homework; that material is also fair game for the tests and the final exam. It is your responsibility to seek help on all problems that you cannot do. Help is available before or after class, from your study group, in the CSM Learning Center, during the Thursday class session, during my office hours, or by appointment with me (walk-ins okay most of the time). I will not discuss homework problems in class (except, of course, on Thursdays).

**Weekly Quizzes**
There will be a 20 point, 20 minute homework quiz at the beginning of each Thursday class (except for the weeks where tests occur). The quiz will usually cover the homework, lecture, and reading from the Wednesday and Friday of the previous week, and the Monday of the current week; the material that will be on each quiz is clearly marked on the syllabus. For the most part, I will take the quiz questions directly from the homework assignments (with perhaps some numbers changed), although there may also be questions from the reading and the lectures. Keep in mind that five of these homework quizzes are worth as much as a test!

**Groups**
By the second week I expect you to form semi-permanent study groups for the course. We may or may not switch study groups sometime during the semester. Each study group should consist of four people (if necessary, we may have a group or two with three people). You will work with these groups during the Thursday class session, and hopefully you will also work with them outside of class. If you have a problem with your study group, please see me and we will work out the problem as quickly and discretely as possible.

**Thursday Problem Sessions**
Each Thursday class session will begin with a homework quiz. After going over this quiz, the rest of the period will be spent going over homework problems. My plan for these sessions is as follows: A homework problem will be suggested (either by me or by one of you), and I will write it on the

blackboard. You will begin working on the problem in your study groups, and as we go along I will write the solution to the problem on the board (using your suggestions; hopefully I'll just be the scribe, not the solver). Occasionally I may have you come to the board and present solutions to the class. No, you can't leave class early on Thursdays.

**Tests**
There will be three full tests in this course, each taking an entire Thursday class period. Please see "Absences" above for related information. Tests will include problems from the homework (including starred problems), material from the lectures and the reading, and problems that you have never seen before that combine or use the material in new ways. In general, test questions will be more theoretical/conceptual than quiz or homework questions. In particular, you will need to state definitions and theorems, and do various proofs and conceptual exercises. See the FAQ for more information.

**Cheat Sheets**
I do not allow the use of "cheat sheets" during the exams. However, I encourage you to make a one-page, two-sided "cheat sheet" for each test. I will collect these cheat sheets (<u>before</u> each test, of course). You can earn up to three bonus points for handing in a complete cheat sheet.

**The Final**
The final exam for this course is a two-hour comprehensive exam that will take place during finals week (see the syllabus for specific date and time). Your grade can be significantly improved (or, um, not) by your performance on the final exam.

**Office Hours**
My office hours for this semester are 2:30-4:30 on Monday afternoons and 6:00-7:30 on Wednesday evenings. On Monday afternoons my office hours will be in my office, 115 Burruss Hall. On Wednesday nights I will hold my office hours as a "problem session" in room 034 Burruss Hall. We will work out solutions on the blackboard (notice the use of "we" here; I will have you doing the writing as often as possible during these sessions) in a group setting. My hope is that you will come to these sessions with your study groups and/or meet up with other people you can work with when the problem session is over. If I'm not in 034 on Wednesday night that means nobody showed up for the problem session (or everyone left already) and I'm in my office; please come find me there if this is the case. There will be longer review sessions at the Wednedsay evening time each week that we have an exam.

**Getting Extra Help**
I strongly suggest that you visit the College of Science and Math Learning Center if you would like extra help. They will help you with any mathematical concepts you are having trouble with (although they won't do your homework for you). See the CSM Learning Center handout for more information. I also recommend meeting regularly with your study groups to work on homework problems and discuss the concepts and definitions. You can also see me in my office hours (see above) or by appointment. Feel free to stop by my office any time, and I'll be happy to talk to you. You may want to stop by with a friend or with your study group if you have the same questions. Don't hesitate to email or call me if you have a problem or question. If you leave me a phone message and I don't respond promptly, please call me again. You can call me at home if you can't reach me by email or in my office and you have a question or problem you need solved right away.