

Instructor: Marianne Strande

Phone: (405) 744 - 5688 (Math Office)

Online Classroom (D2L): <http://oc.okstate.edu>

Course Times: TR 12:30-1:45

Office Hours: TR 11:45 – 12:20, or by appointment

Office: Math Sciences

E-mail: marianne.strande@okstate.edu

Office: MSCS 517

Course Room: MSCS 445

OSU Official Syllabus Attachment: The OSU syllabus attachment for the fall semester is available at testas.cas.okstate.edu/cas2/philosophy/images/syllabi/126sylatt.pdf. It can also be found on D2L.

Course Objectives: To give students confidence in relating sentences to formulas, tables, and graphs, as well as competence with graphs, tables of values, and linear algebraic manipulations.

Text: *Functions and Change* by Crauder, Evans, and Noell, 4th edition.

Calculators: You will need a calculator that is capable of generating graphs and tables. A TI-83, TI-83 Plus, or TI-84 is strongly recommended as this is what will be demonstrated in class (and the model with which your instructor is most familiar). If you don't own one, you may borrow a calculator from the Math Department free of charge, as long as you return it by the last day of finals week. Dates and times that you may borrow calculators will be announced in class.

MLRC (The Mathematics Learning Resource Center): The MLRC, located in CLB 420, provides numerous services including tutoring, videotaped lectures, and a computer lab with mathematics software. These are great resources for helping you with assignments and concepts we cover in class. You are encouraged to go there regularly to do your homework and to use the materials available to you.

Homework/Quizzes: Homework will be assigned for each section covered in class. Homework will be collected weekly, normally on Thursdays at the beginning of class. **Homework assignments can be found on D2L.** Most weeks there will also be a homework quiz on the day the homework is collected. Homework assignments will be worth 20 points each. When a homework quiz is given, the homework and homework quiz grades combined will total 20 points. The maximum homework grade is 200 points. This means I will drop your lowest two homework scores at the end of the semester. For this reason, **late homework will NOT be accepted.** Choose your dropped scores wisely! **Make up quizzes will not be given for any reason.**

Homework must be submitted in the following manner (or you will lose points!):

- Your name and the problem set must be written at the top of your paper. Please use your first and last names!
- Homework should be submitted on paper with **NO** ragged edges.
- Homework must be stapled in the upper left-hand corner.
- Problems must be labeled ***in the left-hand margin*** with the complete problem number, i.e. 1.2.4 for chapter one, section two, problem four.
- Homework problems must be submitted in the order in which they are assigned.
- Homework must be neat and legible.
- Homework problems should be done in one column only.
- **You must show all work to receive full credit!**

Working with another person or in study groups can be helpful in learning the material. I encourage you to work together if you find it helpful. However, **all written work submitted must be your own.** Copying someone else's problem solution or showing your written solution to someone else is prohibited. In order to be successful in learning the material and doing well on the exams, you must think very hard about the problems yourself **before** discussing them with others.

Worksheets: There will be worksheets available on the Online Classroom for each section we cover. Each worksheet will be posted as a PDF file. We will use these worksheets almost daily. IT IS YOUR RESPONSIBILITY to print each worksheet and bring it to class.

Exams: There will be three in-class exams, each worth 100 points. Exam dates are as follows:

Exam 1	Thursday, September 20
Exam 2	Thursday, October 25
Exam 3	Thursday, November 29

Make-up exams will be given only for very **serious and unavoidable** extenuating circumstances and **only if** your request to present a make-up examination is approved by your instructor. This will require **appropriate documentation**, and will almost always require approval **in advance**.

A final exam worth 200 points will be given during finals week. The final will be comprehensive. The scheduled time for the final for this class is **Tuesday, December 11 from 10:00 – 11:50 am**. Please mark your calendars for this date, as it **cannot** be moved. ***Please bring your student ID to each exam!***

Expectations/Attendance: Your daily attendance and participation in class are expected and encouraged. Experience has shown a definite correlation between student performance and attendance. Attendance will count as a bonus, and will be averaged with your lowest 100-point exam score, if it improves your grade. In order to be eligible for the attendance bonus, you **MUST** have taken each of the three exams. You will begin the semester with 100 points. Five points will be deducted from this score for each absence. **Please note:** You must be in class for the **entire** period to be counted present.

Grading: Course grades will be determined according to the following distribution:

• Homework/quizzes	200 points
• Exam 1	100 points
• Exam 2	100 points
• Exam 3	100 points
• Final Exam	200 points

TOTAL	700 points

The following grades are guaranteed as minima:

• 630 points (90 %)	A
• 560 points (80 %)	B
• 490 points (70 %)	C
• 420 points (60 %)	D
• Less than 420 (less than 60%)	F

Performance Summary Sheet: Record your progress on the attached Performance Summary Sheet. Remember to keep all of your returned homework papers, quizzes, and exams in case there is a discrepancy in the recorded grades. **IT IS YOUR RESPONSIBILITY** to retain these papers!

Academic Integrity: Academic dishonesty is behavior in which a deliberately fraudulent misrepresentation is employed in an attempt to gain undeserved intellectual credit, either for one's self or for another. Academic dishonesty is not condoned or tolerated at Oklahoma State University. The University guidelines under the Academic Integrity policies will be followed in this class.

Special Accommodations: If any member of this class feels that he/she has a disability and needs special accommodations of any nature whatsoever, he/she should notify the instructor and request verification of eligibility for accommodations from the Office of Student Disability Services, 315 Student Union. Please advise the instructor of such disability as soon as possible, and contact Student Disability Services, to insure timely implementation of appropriate accommodations. The instructor has an obligation to respond when he/she receives official notice of a disability but is under no obligation to provide retroactive accommodations.

Each student should keep records of his/her homework/quiz scores and exam scores.

Exams	Scores	Class absences	Date
Exam 1			
Exam 2			
Exam 3			
Final			
Total			

HW	Score	HW	Score
HW 1		HW 7	
HW 2		HW 8	
HW 3		HW 9	
HW 4		HW 10	
HW 5		HW 11	
HW 6		HW 12	