Math 2103, Elementary Calculus, Section 004, Summer 2012

Instructor: Sophia Xie

Office: 432 MSCS

Office hours: MTW 9:00 –10:00 am or by appointment

Phone: Instructor's Office 744-2307, Math Office (MSCS 401) Secretary 744-5688

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E-mail me whenever you want to set up an office appointment. Your email must have a **Subject Line** and there you must state your **Attendance Number**. Also any questions or issues on class policies or grades in the course must be done in person in my office.

The class website (D2L) will have useful information about this course including lecture notes and homework assignments. **Before coming to class, you should print off the lecture notes and bring them with you** to help with taking notes and following along with the lecture.

Course Description: This is an introduction to differential and integral calculus for students of business and the social sciences. The course covers basic calculus and its application to business and social science.

Prerequisites: Math 1513 or Math 1483.

Textbook/Graphics Calculator

- APPLIED CALCULUS, by Hughes-Hallett, etal; 4th Edition
- A graphics calculator is recommended for this course. I will use a TI-83 Plus. You may borrow one free for the semester from the Math Department MSCS 401 as supplies last.

Exams:

- There will be two 75 minute exams worth 100 points each. There is a comprehensive final exam worth 150 points given on the last day of class.
- **MAKE UP EXAMS ARE AVAILABLE ONLY IF PERMISSION IS GIVEN BY ME PRIOR TO THE REGULARLY SCHEDULED EXAM**.
- Please bring your student ID and calculator to each exam, papers will not be graded without an official OSU ID.
- All of these exams will be given in the Lecture classroom. The exams will be closed-book but you will be allowed to use a 3" by 5" note card. Baseball caps or hats with wide brims or cell phones are not allowed during any exam or quiz. With the exception of multiple choice questions, all work leading to a solution must be shown.

Homework:

- A set of homework problems, reflecting principles from that day's lecture, will be posted on the class website regularly. You are expected to complete all homework by the next class period.
- Homework will not be collected for grading, but there will be time allotted most class periods to answer questions over homework. STUDENTS WHO KEEP UP

WITH THE HOMEWORK ARE GENERALLY SUCCESSFUL IN THIS COURSE. IF YOU DO NOT KEEP UP WITH THE HOMEWORK, YOU SHOULD NOT ANTICIPATE A GOOD OUTCOME. You are encouraged to work with others, but be sure to write up your own solutions.

Quizzes:

- There will be a 10 minute quiz at the beginning of class 2 times each week. Quizzes will reflect assigned homework and lecture. If you are late to class, you will not have time to complete the quiz.
- **MISSED QUIZZES CAN ONLY BE MADE UP FOR UNAVOIDABLE ABSENCES SUCH AS SERIOUS ILLNESS OR OFFICIAL UNIVERSITY BUSINESS. PROPER DOCUMENTATION IS REQUIRED.**
- You will be given 14 quizzes. The lowest two quiz scores will not be counted. Quizzes count a total of 100 points.
- You may use your calculator, but the quizzes will be closed-book with no notes or note cards allowed.
- A schedule of quiz dates is given in the Class Schedule with a * on D2L.

Grading:

14 Quizzes 100 points   lowest two lowest Quizzes will be dropped
Exam 1 100 points
Exam 2 100 points
Comprehensive Final   150 points
    Total   450 points

Semester grades will be assigned based solely on total points earned in the course. The course grades will be firmly, fairly and equitably assigned with no curving using the table below:

405 points guarantees an A
360 points guarantees a B
315 points guarantees a C
270 points guarantees a D

Questions on Grading

I will return the quiz papers to you at the very beginning of lectures. You are expected to evaluate mistakes and learn how to prevent those errors on future assignments. If you do not agree with the grading algorithm, papers must be brought to my office for re-grading the entire quiz. I will not accept any paper handed in lecture and the deadline for this procedure is one week after the papers are returned to you. I will not consider any corrections after that time.

Attendance:

- You are expected to attend class regularly. Your attendance will be recorded every lecture by having you sign an attendance sheet distributed during the class period. Signatures should be legible.
- There are **bonus points available for attendance**. You start with 20 points. You may have 3 unexcused absences. For each absence over 3 your attendance score will be reduced by 5 points. **ABSENCES CAN ONLY BE EXCUSED WHEN THEY ARE UNAVOIDABLE.FOR EXAMPLE,**

BECAUSE OF SERIOUS ILLNESS OR OFFICIAL UNIVERSITY BUSINESS. PROPER DOCUMENTATION IS REQUIRED.
- Student Attendance Number (Att#) – Required for all quiz and exam papers – **1 pt penalty.**

MATHEMATICS LEARNING RESOURCE CENTER

It is located on the fourth floor of the classroom building. It provides additional help on a walk-in basis for this course. Hours of operation will be announced in class.

Classroom Decorum

I expect you to act in a respectful, non-disruptive manner in the classroom. That is, cell phones and other electronic devices should be turned off and put out of sight before the beginning of class. Activities during the lecture such as visiting other students, reading the newspaper, and working on material for another class, sleeping or eating are not allowed. The discussion part of each lecture is designed to answer questions on homework and class material. You should try all the homework problems and be prepared to ask and answer questions before each lecture.

Class Format

MTWR 10:30 – 11:45am Agricultural Hall 202
- Each lecture will basically consist of two parts: lecture part and discussion part. There will be a 10 minute quiz at the beginning of class 2 times each week
- You should read all the textbook material, even if it is not discussed in the lecture.
- Each lecture is designed to prepare students for future material which will use principles from previous lectures. This process is like building blocks. Succeeding relies on a firm foundation. A major cause of failure in Math 2103 is attitude. If you expect to fail, you may fail. If you plan to do as little work as possible with no plan to learn anything from the course, you may fail. If you plan to memorize a few facts in cram sessions before an exam, you may fail. What is important is to learn the concepts involved, finding rates of change and applying those mathematics to solve real problems.

Drop and Withdrawal Policy (General University Policy 2-0206). "Dropping" means withdrawing from a specific course with "withdrawal" means withdrawing from all courses and leaving the University for the balance of the term. The drop and withdrawal dates are noted on the attached calendar. IT IS YOUR RESPONSIBILITY TO KNOW AND COMPLY WITH ALL DEADLINES. Reasons similar to those listed below will not result in approval for dropping a course after the deadline (from OSU Policy 4.03):

    a. Student's lack of knowledge or misunderstanding of the deadline.
    b. Student waited to get the results of an exam or other assignment.
    c. Student's grades have declined since the deadline.
    d. Student doesn't need the course for graduation.
    e. Different deadlines existed at a previous school.

Special Accommodations for Students. "If any member of this class feels that he/she has a disability and needs special accommodations of any nature whatsoever, the instructor will work with you and the Office of Disabled Student Services, 326 Student Union, to provide reasonable accommodations to ensure that you have a fair

opportunity to perform in the class. Please advise the instructor of such disability and the desired accommodations at some point before, during, or immediately after the first scheduled class period." (from M. S. Keener, August 3, 1998).

Academic Dishonesty/Misconduct. The university has explicit rules governing academic dishonesty and academic misconduct. The policies are detailed in the document "Student Rights and Responsibilities Governing Student Behavior." It is available from the Deans' Offices, the Provost's Office and various other places around campus. The university policies will be followed in this class.

<u>Syllabus attachment</u>: Important information that applies to all classes at OSU is on the web at:

http://academica_airs.okstate.edu/faculty-a-sta_/46-syllabus-attachment