Course Materials:


2. **Calculator:** A simple calculator is sufficient, as long as it has 'log' and 'ln' buttons on it. If you already own a TI-83, TI-83 Plus, TI-84 Plus, or some equivalent version, that’s fine too. However, these models are NOT ALLOWED: TI-89/92, anything with a QWERTY Keyboard

Office Hours:
Office hours will be in my office Cardwell Hall, Room 127 (CW 127), the hour after class on Monday and Friday, or by appointment.

- MF 10:30-11:20

Homework Instructions:
There is both online and written homework for this course. Late homework will not be accepted unless prior permission is given. However, your lowest two online homeworks as well as your lowest two written homeworks will be dropped at the end of the semester.

- **The online homework** can be accessed canvas and the due dates are posted on canvas. The assignments are due by 8:00 AM. Online HW is due most Tuesdays so don’t miss it!

- **The written homework** assignments are in the files tab on Canvas. Homework boxes are located in the first floor hallway of Cardwell. You must show work for every problem; a correct answer alone will not receive any credit. There will be several homework assignments, a select number of problems on each homework assignment will be chosen for grading. all work shown. The due dates are on Wednesdays by 5pm, exact dates listed on canvas.

  - Write your name and my name and the class day and time at the top of the front page and staple your homework. If a paper gets misplaced, the extra information allows us to get it to the correct instructor.
  - USE PENCIL ONLY on your homework.

Exams:
There are three exams and a final for this course. **The exam dates are September 18th, October 16th, and November 13th.** All exams, except the final, will be given during the usual lecture time and room, i.e. in **EH 224 from 9:30-10:20.**
The final will be **December 18th, from 6:20-8:10,** but the room will not be assigned until later in the semester.
Missed Exams:
If you miss or expect to miss an exam for a legitimate reason (for example, a serious illness), then notify your recitation instructor as early as possible prior to the exam. If your recitation instructor excuses your absence from an exam, then your final grade will be based on your remaining scores. If your recitation instructor does not excuse your absence from an exam, then your score on that exam will be zero. **There will be no make-up exams.** If you miss more than one exam or the final exam, for verifiable personal emergencies, then it is possible to receive the grade of “incomplete” for the course. It is your responsibility to work out the details with me before final grades are made out. Under no circumstances will the grade “incomplete” be awarded simply because a student is failing the course.

Grading Breakdown:
- 2 Exams & Final: 65%
- Written Homework: 15%
- Online Homework: 15%
- Attendance: 5%

*Extra credit opportunities will be announced later*

Tentative Grading Scale:
A: \( \geq 88\% \)
B: \( 78\% - 87\% \)
C: \( 68\% - 77\% \)
D: \( 55\% - 67\% \)
F: \( \leq 54\% \)

**GENERAL INFORMATION:**

**Policy on Incompletes**
Incompletes in this course are assigned when a small portion of the class cannot be completed due to extenuating circumstances for which the student has documentation from the office of student life. Incompletes will not be given for the reason of a failing grade. If you have missed a large portion of the semester due to extenuating circumstances, incompletes will not be assigned either. In this situation, please contact the coordinator for a suggested plan of action.

**Academic Integrity**
Kansas State University has an Honor System based on personal integrity, which is presumed to be sufficient assurance that, in academic matters, one’s work is performed honestly and without unauthorized assistance. Undergraduate and graduate students, by registration, acknowledge the jurisdiction of the Honor System. The policies and procedures of the Honor System apply to all full and part-time students enrolled in undergraduate and graduate courses on-campus, off-campus, and via distance learning. The honor system website can be reached via the following URL: www.ksu.edu/honor. A component vital to the Honor System is the inclusion of the Honor Pledge which applies to all assignments, examinations, or other course work undertaken by students. The Honor Pledge is implied, whether or not it is stated: "On my honor, as a student, I have neither given nor received unauthorized aid on this academic work." A grade of XF can result from a breach of academic honesty. The F indicates failure in the course; the X indicates the reason is an Honor Pledge violation.
Academic Accommodations
Any student with a disability who needs a classroom accommodation, access to technology or other assistance in this course should contact the Student Access Center and/or the instructor.

Statement Defining Expectations for Classroom Conduct
All student activities in the University, including this course, are governed by the Student Judicial Conduct Code as outlined in the Student Governing Association By Laws, Article VI, Section 3, number 2. Students who engage in behavior that disrupts the learning environment may be asked to leave the class.

Extra Help Sessions
Help sessions for College Algebra, Trigonometry, General Calculus, Calculus I, II, III, Elementary Differential Equations, and Applied Matrix Theory will be held daily Monday through Friday. Several math GTAs will be present to assist you. The Help Session Schedule will be posted on the Math Help Board next to 121 Cardwell Hall and online at https://www.math.ksu.edu/courses/help/helpsche.pdf. Additional resources to Help students with Mathematics Courses is also posted on the Math Help Board next to 121 Cardwell Hall and online at https://wilkins.math.ksu.edu/courses/help/index.html.