IMPORTANT DATES -- Note: There are NO MAKE-UP EXAMS

EXAM DATES –
Tuesday September 8th, Exam 1, 7:15-8:15pm
Tuesday October 6th, Exam 2, 7:15-8:15pm
Tuesday November 3rd, Exam 3, 7:15-8:15pm
Wednesday December 9th, Final Project due online at 6pm.

EXAMS, INCLUDING THE FINAL PROJECT, CANNOT BE RESCHEDULED FOR VACATION, WORK, OR OTHER SUCH REASONS. KSU SANCTIONED ACTIVITIES AND OTHER EXTENUATING CIRCUMSTANCES THAT CAUSE YOU TO MISS AN EXAM WILL COUNT AS AN "EXCUSED EXAM"; WE WILL AVERAGE THE OTHER TWO EXAMS FOR THE MISSED EXAM. THE FINAL PROJECT CANNOT BE MISSED. IF YOU MISS THE FINAL PROJECT WITHOUT ANY JUSTIFIED REASON, THE SCORE WILL BE RECORDED AS A 0; moreover your final letter grade will be lowered by one letter grade. (For example, if you got a C in the class with a 0 on the final project because you chose to not complete it, without a valid excuse, you would end up with a D as a final letter grade.) TO BE EXCUSED FOR A VALID REASON MENTIONED ABOVE, YOU MUST PROVIDE DOCUMENTATION EITHER FROM STUDENT LIFE OR YOUR CLUB/ORGANIZATION ADVISOR, AND YOU MUST EMAIL THE COORDINATOR OF THIS CLASS BEFORE THE EXAM. PLEASE CHECK THE DATES OF ALL EXAMS CAREFULLY!!

COURSE FORMAT: Lecture videos for each upcoming week will be posted by the Sunday night prior. I will give you a timeline of what to do (and when to complete things) each week. Attend labs on Thursday/Friday. Attend recitation on Mondays/Tuesdays. Online HW is always due according to Canvas due dates; Written HW due according to Canvas due dates.

Warning: Watch the videos first before attempting homework. TAKE NOTES WHILE YOU WATCH THE VIDEOS OR PRINT THE PDF NOTES AND ANNOTATE THEM WITH YOUR OWN COMMENTS WHILE YOU WATCH. If you skip the videos, you’ll miss valuable hints about exams, and other important information about the concepts. Each video is never longer than 15 minutes. In fact, most are around 10 minutes. I discuss everything for the most part in a concise way.

Prerequisites: Everything stated in the KSU course catalog as required for Math 100, along with a good working knowledge of fractions and decimals. We expect students to maintain good study skills.

SUPPLIES FOR CLASS (I am particular about following directions here):

A) A simple calculator with log/in buttons is enough. Phones are not permitted as calculators.
   Fancy calculators with a built in CAS are not allowed either. (Read the whole syllabus for details).
B) A PDF making app to turn your homework in as a SINGLE PDF FILE. We will not accept any other formats.
   Please get this and have it figured out before the first assignment is due.
C) LOOSE-LEAF NOTEBOOK PAPER WITH LINES. Must be 8.5” x 10.5” or 8.5” x 11”, PLEASE NO half sheets or torn sheets or small paper sizes). NO FRILLY EDGES! You will write your homework on this type of paper and make it into a single PDF file with the app you found.
D) Pencils with erasers
Mathematics is the unique language that is precise enough to describe the world for the study of science and many other subjects. In a language class, you should expect to learn basic grammar, practice actually using the language, and also learn a little about the culture where that language is spoken. We will work on all of these. The "grammar" of mathematics are the rules for manipulating variables and equations, and we will study these in class, with online assignments for drill until you master these basic rules. We will meet each week in the computer lab to work through various "labs" and "projects" to give you a chance to use your mathematical tools to build models and draw conclusions about a variety of situations in business, the social and life sciences, and the physical world. And we will also look at how mathematicians validate these rules and do some problem-solving in pure mathematics.

Mathematical language can be approached in several different ways. You can look at problems algebraically, graphically, and numerically. This class will push you to translate between these different approaches so you can better understand what each tells you and be better prepared to handle real problems where you may need to switch back and forth between different representations. You will also be asked not just to solve problems, but also to describe and explain mathematical and scientific ideas. In such problems, both the correctness and the clarity of your exposition (including grammar and spelling) will count.

Participation and Preparation: You are expected to attend every class meeting, whether is via Zoom or face-to-face. Attendance will be tracked.

Homework: Written homework will be assigned weekly and is due via CANVAS by 10:00 am on the due date (Wednesday at 10 am). Homework assignments will be announced weekly in class and posted on the class web page. Late homework may not be accepted. Sometimes due dates change, so please be aware of that in Canvas.

Online Homework: There will be regular online homework assignments posted on the class web page. These assignments will be computer graded with immediate feedback. You must submit everything by the due date listed in Canvas. No late online homework will be accepted.

Studio: The course has a weekly studio. The assignments will be posted on the class web page. You will need to attend the studio session to get specific instructions and help on carrying out the assignments. Most (all?) of the studios we be worked with Excel and you can finish or review your work at home using any standard spreadsheet. Written reports will be turned into Canvas by 10 am on Wednesdays.

**Missed Examinations Procedure:**

**Due to the high volume of enrollment in Math100, there are NO MAKEUP EXAMS.** This policy has been in place for years. In place of make up exams, we follow the procedures listed below. Read them carefully.

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Grades are weighted as follows: The studio lab, written homework and online homework categories will each be worth 10% of your grade; participation/attendance is worth 5% of the grade (this includes the clickers), each exam is worth 20%, and the final project is worth 5% of the grade. These weights will be displayed in Canvas. The curve will not be displayed in Canvas.

LATE ASSIGNMENT POLICY: Late homework, whether online or handwritten hw, WILL NOT BE ACCEPTED OR GRADED. However, your lowest two online homeworks, your lowest 2 book homeworks, and your lowest studio lab will be dropped at the VERY END of the semester. So regardless of what the excuse is, please do not ask to submit late assignments as we drop the lowest two of the book and online assignments and the lowest studio lab assignment. ALSO: Please do not ask your instructor or the coordinator when these lowest assignments will be dropped -- the coordinator will make sure the lowest scores are indeed dropped before instructors compute final grades. ALL THREE EXAMS AND THE FINAL PROJECT WILL COUNT; NONE OF THESE ARE DROPPED.

KSIS & Canvas: Canvas will always display your raw point score on all assignments. Canvas will never have the curves put in, so please do not email your instructor or the coordinator asking why you don’t see the curves on Canvas. We take all curves into account when computing final grades. Your final grade will appear in KSIS a week after your final exam.

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.

Statement Regarding Academic Honesty

Kansas State University has an Honor and Integrity 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 and Integrity System. The policies and procedures of the Honor and Integrity System apply to all full and part-time students enrolled in undergraduate and graduate courses on-campus, off-campus, and via distance learning. A component vital to the Honor and Integrity 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.
Statement Regarding Students Needing Accomodations

Students with disabilities who need classroom accommodations, access to technology, or information about emergency building/campus evacuation processes should contact the Student Access Center and/or their instructor. Services are available to students with a wide range of disabilities including, but not limited to, physical disabilities, medical conditions, learning disabilities, attention deficit disorder, depression, and anxiety. If you are a student enrolled in campus/online courses through the Manhattan or Olathe campuses, contact the Student Access Center at accesscenter@k-state.edu, 785-532-6441.

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 V, Section 3, number 2. Students who engage in behavior that disrupts the learning environment may be asked to leave the class.

Wearing of Face Coverings

To protect the health and safety of the K-State community, students, faculty, staff and visitors must wear face coverings over their mouths and noses while on K-State campuses in all hallways, public spaces, classrooms and other common areas of campus buildings, and when in offices or other work spaces or outdoor settings when 6 feet social distancing cannot be maintained. In addition, all students, faculty, and staff are required to take the COVID-19 and Face Mask Safety training. Employees who need reasonable accommodations and assistance related to required face coverings may contact the ADA coordinator at charlott@k-state.edu, and students needing accommodations may contact the Student Access Center at accesscenter@k-state.edu. In classrooms, faculty have the right to deny a student entry into the room if the student is not wearing a face covering. Students not wearing a face covering will be reminded to do so and offered a clean face covering, if one is available. If the student does not comply, the faculty member will ask the student to leave the space, and if available, join the class remotely. As a last resort, campus police will be called. The faculty members will complete the Code of Conduct form and the Office of Student Life will look further into the issue and take the non-compliance with the request to leave into consideration of further accountability measures. At no point should the professor or other students put themselves into an unsafe situation while attempting to enforce the face-covering policy. Manhattan campus police: 785-532-6412.