



In short, you must come to class fully prepared to participate. You will be responsible for knowing which reading assignments are due and which homework problems might be collected. Since I will be providing quite a few handouts (including ones with the assignments listed), I suggest that you purchase a three ring binder.

Also, while the class will be notified at least one week in advance of any exam, (non-reading) quizzes will not be given without notice. Make up exams will only be provided in the case of a documented illness. Students will be excused from, or allowed to reschedule, a quiz, class work, or homework assignment at my discretion only. As a general guideline, you may assume that if the need is not due to a conference or some other school sponsored activity, and if we have not agreed upon rescheduling *in advance*, rescheduling will not be allowed. I tend to frown very heavily on rescheduling for an event if the students grades are not up to par.

### ***Calculators and Technology***

Graphing calculators will only be permitted during exams at my discretion. However, labs, homework, and classroom activities will, from time to time, require a graphing calculator. You should bring one to class regularly. That calculator must be comparable to a TI-83. Students using a different calculator will bear the responsibility for making it emulate the TI-83. (Note that I will only provide instructions for using the TI-83.)

### ***Grading***

In addition to the mandatory final exam, there will be three exams, a number of announced quizzes, regular (near daily) reading quizzes, and graded homework assignments. There will also be periodic homework spot-checks in which you will be asked to close your book and transcribe your solution to a particular homework problem. Your course grade will be computed as follows:

Quizzes	10% of your grade
Reading-Quizzes	7% of your grade
Homework Spot-Checks (transcribed from your notes)	5% of your grade
Activities & Classroom Participation (some activities may need to be completed outside of class)	8% of your grade
Three Exams (Each worth 15%)	45% of your grade
Cumulative Final Exam	25% of your grade

I reserve the right to make qualitative judgments in determining grades for all graded work and or the course. Also, while this syllabus is subject to change, in the event of a change, students will be notified via an addendum to the syllabus which would be distributed during a regular class period.

### ***Tentative Exam Dates***

Exam 1: Wednesday, September 21	Exam 2: Monday, October 24
Exam 3: Monday, November 21	Final: To be announced

## **Extra Help**

You are strongly encouraged to ask questions in class and to see either myself or the mathematics tutors for help outside of class as much as necessary. You will be informed soon about the tutor center hours.

## **Special Accommodations**

Students with disabilities who believe that they may need special accommodations in this class are encouraged to contact the Learning Services Office as soon as possible to enhance the likelihood that such accommodations are implemented in a timely fashion.

## **Academic Honesty**

For graded homework assignments and projects, you may use your class notes and any books or library sources, except a solutions manual. You may not use the help, orally or in written form, of any individual other than your instructors unless it is specifically a group assignment and you may not copy someone else's work or let someone else copy your work. If an assignment is completed by a group of two or more people, each person who contributed to the work must put his or her name on the work. All in-class daily problems, quizzes and tests are to be done by you individually unless specifically stated by your instructor for a particular event.

The College academic honesty policy appears in your Student handbook; you are expected to be familiar with it. The *Academic Honesty Policy Guidelines* specific to mathematics classes are reiterated at the end of this syllabus. They apply to work done outside of the class as well as to in-class quizzes and tests. Please read them carefully. If you are unsure about the propriety of a particular procedure or approach, please consult with your instructor before continuing with the assignment.

## **Academic Honesty Policy Guidelines**

### MATHEMATICS COURSES

The Department of Mathematics and Computer Science supports and is governed by the *Academic Honesty Policy of Moravian College* as stated in the Moravian College Student Handbook. The following statements will help clarify the policies of the members of the Mathematics faculty.

In all homework assignments which are to be graded, you may use your class notes and any books or library sources. When you use the ideas or thoughts of others, however, you must acknowledge the source. For graded homework assignments, you may not use a solution manual or the help, orally or in written form, of an individual other than your instructor. If you receive help from anyone other than your instructor or if you fail to reference your sources you will be violating the *Academic Honesty Policy of Moravian College*.

All in-class or take-home quizzes are to be completed by you alone without the aid of books, study sheets, or formula sheets unless specifically allowed by your instructor for a particular test.