Information in this syllabus is subject to change at the discretion of the instructor. Any alterations will be applied consistently for all students, and with appropriate notification.
Tests
There will be three (3) in-class tests. All will be closed book, and no calculators or other electronic devices will be needed or allowed. Your lowest test score will not be included in your grade calculation. Any student who will miss one of the three tests because of an official University function may reschedule and take this test at a time before the scheduled test administration. Other test rescheduling may be offered in rare cases, such as jury duty or military commitments.

The final exam will be cumulative, and will be closed book with no calculators.

Grade Calculation

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework and quizzes</td>
<td>100</td>
</tr>
<tr>
<td>Best two (2) tests, 100 each</td>
<td>200</td>
</tr>
<tr>
<td>Final exam</td>
<td>200</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Score</th>
<th>%</th>
<th>Minimum grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>465</td>
<td>93%</td>
<td>A</td>
</tr>
<tr>
<td>450</td>
<td>90%</td>
<td>A-</td>
</tr>
<tr>
<td>435</td>
<td>87%</td>
<td>B+</td>
</tr>
<tr>
<td>415</td>
<td>83%</td>
<td>B</td>
</tr>
<tr>
<td>400</td>
<td>80%</td>
<td>B-</td>
</tr>
<tr>
<td>385</td>
<td>77%</td>
<td>C+</td>
</tr>
<tr>
<td>350</td>
<td>70%</td>
<td>C</td>
</tr>
<tr>
<td>300</td>
<td>60%</td>
<td>D</td>
</tr>
</tbody>
</table>

Remember that grades lower than C in mathematics courses will not be counted toward the mathematics major for the B.A. or B.S. degree.

Tentative Schedule
These are subject to change. You will be notified of any changes at least one week before the actual test.
Friday, September 14       Test 1
Friday, October 19         Test 2
Friday, November 16        Test 3
Wednesday, December 5 at 8:00 am   Final Exam

Attendance
The classroom is equipped with an automated attendance scanner. It is your responsibility to scan your ID for each class meeting, and to assure that your attendance record is accurate. You are responsible for any material, assignments, or announcements that you miss if absent from a class. No special accommodations (e.g. copies of lecture notes, make-up tests, etc.) will be provided. (You are encouraged to come to office hours if you have questions on what you missed.) The only exception to this policy is for participation in a University function, documented in advance of the event. Excessive absences may result in the student being dropped from or failing the course.

Cell phones, pagers, and other electronic devices that might cause disruption should be turned off or silenced before class begins.

Academic Misconduct
You are expected to abide by the guidelines for academic honesty given in the M-Book. Sanctions for academic misconduct may include grade reduction, extra work, failure of the course, suspension, expulsion, or a combination of the above. Academic misconduct includes presenting for grading anything which is not your own original work, using unapproved sources for any assignment or test, allowing someone else to copy your work for a graded assignment, or asking for a re-grade of a paper that has been altered from its original form. If you study with other students or a tutor, do not look at notes from that study when you write individual homework to be graded. If you have any doubts about whether something is proper, ask.

Special Needs
It is University policy to provide, on a flexible and individual basis, reasonable classroom accommodations to students who have verified disabilities that may affect their ability to participate in course activities or meet course requirements. Students with disabilities are encouraged to contact the instructor to discuss their individual needs for accommodations.

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Tips for success
* Keep up. You will need to be comfortable with the material from the beginning of the course to be successful in the end. * You should expect to spend about two (2) hours outside class for every nominal hour in class. For a 3-hour course, expect about 6 hours a week of study time. * Use your textbook. It has a good index, a glossary, solutions for chapter self-tests, and hints for the practice problems. If you come across an unfamiliar term in your reading, try looking it up. * Ask questions, and participate in group discussions. The point of the course is for you to learn something. I am here to help you do that, not to judge you. I can provide much more effective help if I know where you need it.

General expectations
- You are expected to read the textbook.
- You are expected to make a reasonable attempt at all practice problems, and ask questions about those you cannot do. You may see these problems on tests.
- You will have to effectively communicate your ideas to do well in this course. You will be asked to explain how you arrived at answers to numeric problems. You will write proofs.
- Expect to spend about 2 hours on coursework outside class for every hour of class time.

Homework hints
- Read the problem carefully. Make sure you actually answer all the questions being asked.
- You are free to use the hints in the appendix.
- Read the textbook, including the examples. Some of them are very closely related to the assigned problems.
- If you’re writing a proof or explanation, try reading it aloud. Are the sentences complete? Have you put on paper what you really meant?
- Check the reasonableness of your answers. If you write a proof that assumes both a<0 and a>2 at the same time, for example, something’s wrong!

Presentation
The homework assignments in this course are intended to reinforce both your understanding and your good habits in presentation. Your work is graded based on both content and presentation.

- State each problem before its solution. (Use your best judgment in omitting long explanations.)
- Multiple pages must be stapled.
- Your papers must be neat. If you use sheets from a spiral bound notebook, you should tear off the scraps along the perforation.
- Your handwriting should be legible. Assignments with illegible handwriting will not be graded. If you have this problem, take extra time to make it more readable, or type your paper.
- If you have a continuation of an equation, make sure you write down the equality or other appropriate sign.
- **Explain your steps.** Either use well-known conventions as used in class, or use plain and concise English such as "because so and so, we must have so and so".
- If you present a correct solution but also make incorrect statements, deductions will be taken.