

**MATH 1501 N1/N2**  
**SPRING 2009**  
**COURSE POLICIES AND EXPECTATIONS**

1. COURSE AND TEACHING ASSISTANT INFORMATION

Course	MATH 1501 N1/N2: Calculus I
Prerequisites	D or higher in MATH 1113 or SAT Math score of at least 550
Lecture	Allen K. Hoffmeyer ( <a href="mailto:ahoff@math.gatech.edu">ahoff@math.gatech.edu</a> )
Time/Location	MWF 9:05–9:55 am in Skiles 249
Office Hours	MW 10:00–11:00 am and by appointment
Office	Skiles 251
Website	<a href="http://www.math.gatech.edu/~ahoff">http://www.math.gatech.edu/~ahoff</a>
Recitation Time	TR 9:05–9:55 am
Location	Skiles 243 (N1) and Skiles 254 (N2)
Required Text	Salas, Hille, and Etgen, <i>Calculus: One and Several Variables</i> , Tenth Edition

You are welcome to drop by my office any time to see if I am available to answer your questions. Office hours are *your time*, however, so I strongly encourage you to make use of them.

2. GRADING

Your grade in this course will be based on three categories of work: quizzes, tests, and the final exam. These categories and their approximate weighting are described below.

- (1) Quizzes will be given in recitation on a roughly weekly basis. They will be pop quizzes and they will not be announced in advance. It is your responsibility to be in class in order to take the quizzes. There will be around but no fewer than 11 quizzes. Of those 11 quizzes the highest 9 grades will be counted; however, if you have taken fewer than 8 quizzes for the semester, then your quiz grade will be a *zero*. If you miss a quiz for any reason, then there are *no make-ups* and no excused absences. Each quiz will be graded out of 10 points and your total quiz grade will account for 90 points (10 percent of your final grade).
- (2) There will be *three* exams given in recitation on the following dates: February 5th, March 12th, and April 17. These test dates are firmly set. Each test will count 180 points (20 percent of your final grade).
- (3) The final exam will be held (tentatively) on Thursday, April 30th from 2:50 - 5:40 in our normal lecture room. It will be comprehensive and will count for 270 points (30 percent of your final grade).

Reiterating, grades in this course will be determined using the following components, weighted as indicated below:

Quizzes	90 points (total)
Test I (5 Feb 09)	180 points
Test II (12 Mar 09)	180 points
Test III (17 Apr 09)	180 points
Final Exam (30 Apr 09)	270 points
Total Course Grade	900 points

The final grades will be determined by the standard 90,80,70,60 cutoff. Final grades in this course, however, will be determined by the judgment of the instructor.

**Absences and Make-ups.** Attendance to lecture and recitation is vital for your success in this class. Therefore, attendance to every lecture and recitation is mandatory. Quizzes will be given randomly during the semester and failing to take at least 8 quizzes will result in a *zero* for 10 percent of your grade. This will cause the lowering of your grade by a whole letter grade! Make-up tests and quizzes are *not* given under *any* circumstances.

Any student with a valid reason for missing a test **must obtain permission from me, not a teaching assistant**, well in advance of the test date. If you have an emergency on a test day, then you must have verifiable documentation that your absence is valid. The validity of your absence excuse will be completely determined by the instructor's discretion (e.g. waking up sick or late will not be excused). In the case that an exam absence is excused, your final exam score will replace your missed exam score. Please let me know of any conflicts **immediately**. Please note that our final exam is on Thursday of finals week. No student will be allowed to take the final exam outside the scheduled time except as established by Georgia Tech policy on conflicting exams. I encourage you to look over your final exam schedule now and ask me if you have any questions about conflicts.

**Progress report grades.** Each semester, students in 1000- and 2000-level courses receive progress report grades prior to drop day. This semester, these progress report grades are due on 13 February 2009. At that point in the term, you will receive a grade of S or U. A grade of S indicates that you are making satisfactory progress, and that if you continue on the same path you are likely to earn a grade of C or higher. A grade of U indicates unsatisfactory progress in the course at that time (equivalent to a D or F). Be aware that these grades will be based on a small amount of information (roughly five quizzes and one exam). I encourage you to consult with me and your TA often during the semester to remain informed on your progress.

### 3. HOMEWORK

Homework will be assigned for each section of the text we cover and posted on the course web page. While it will not be collected for grading, it is *essential* that you work problems in order to learn the material in this course. Mathematics is not a spectator sport! I encourage you to work as many problems as possible, whether they be additional textbook problems, problems from from other instructor's old tests, or other review problems that might be provided. If you have trouble with the homework problems, ask about them in recitation (that's what it's there for!) or come see me or a teaching assistant during office hours. The only way to learn mathematics is by getting your hands dirty, and you will only accomplish that in this course by solving homework problems.

### 4. POLICIES

- (1) Timeliness is expected. Class starts at 9:05 am and ends at 9:55 pm. Late arrivals and early departures are disruptive to the class and are to be avoided except in emergency situations. If you must depart class early, please find a seat near the door in order to minimize disruptions.
- (2) Audible noises from cellular telephones and other electronic devices will not be tolerated. Please turn your phone and other electronic devices off or set them on silent before class begins. If your phone happens to ring during class, then **DO NOT** answer it or leave to answer it. If you have an emergency where you are expecting a phone call during class, then please let me know before class. Answering a phone during class will not be beneficial to your course grade.
- (3) Do not use your computer during class. There is no need to have a computer on during class, and any people ignoring this policy will be asked to turn off their computer or asked to leave for repeat offenders.
- (4) For all problems submitted for grading (quizzes, tests, exams, etc.), your final solution should be clearly marked, preferably by circling it or putting a box around it. You should show all your work, not just to receive partial credit in cases where your answer is not correct but also to support your answer and receive full credit when correct. **Correct answers that are not fully supported by work will generally not receive full credit.**

- (5) You are free to use any calculator or computer algebra system (*Mathematica*, MATLAB, *Maple*, etc.) on homework. Unless specified otherwise *in writing*, you may *not* use a calculator, computer, cellular telephone, personal digital assistant, or any other electronic or manual calculating device during a test, exam, or quiz.
- (6) If you have questions about the grading of an exam, you must return it directly to **me** within **one week** of the date the exam was handed back to the class. If you are not there to get your exam back when they are handed back to the class, then you do NOT get extra time. Please attach a separate piece of paper indicating the problem(s) you want regraded and the reasons you feel a regrade is appropriate. **Do not write anything on the test itself.** We reserve the right to retain photocopies of any and all exams prior to returning them to prevent regrade abuse.
- (7) You are encouraged to form study groups to work problems and enhance your understanding of the material. For exams and quizzes, unless otherwise specified *in writing*, you are to work completely alone without the aid of texts or notes.

## 5. ACADEMIC INTEGRITY

As I hope you are aware by now, Georgia Tech takes academic integrity very seriously. I ask that you review the Honor Code at <http://www.honor.gatech.edu/>. For this course, I encourage you to make use of any old exams, quizzes, and homework from previous incarnations of this course. The more problems you work, the more successful you will be in this course. Be aware that the exams you will see in this course will not be identical to exams given by other instructors in previous semesters. However, the old tests on the School of Mathematics website should serve as a good example of the type of questions you might expect on the tests. I'll be sure to clearly communicate the list of topics that will be covered on each test as it approaches.

Cheating on exams and quizzes via any means is unethical and unacceptable. Unless specified *in writing*, you are to work completely alone without the aid of notes or texts on exams and quizzes.

Behavior contrary to the above expectations will not be tolerated and will be handled via the appropriate channels. If you have questions regarding academic integrity policies in this course, talk to me or your TA. If you have other general academic integrity questions, you should consult with a member of the Honor Advisory Council, either during drop-in office hours (posted online at the address above) or by making an appointment through the Council's chair via email at [honor@gatech.edu](mailto:honor@gatech.edu).

At all times, in all things you do in this course, please keep the Georgia Tech Honor Challenge in mind:

*I commit to uphold the ideals of honor and integrity by refusing to betray the trust bestowed upon me as a member of the Georgia Tech community.*