

MATH 1431

SECTION 17415(Lecture) and 17416(Lab)

Calculus I, Fall 2011

COURSE SYLLABUS

Instructor: Rebecca George

Email: bekki@math.uh.edu

Course Homepage: online.math.uh.edu/courses

CourseWare: www.casa.uh.edu

Course Outline

<http://www.mathematics.uh.edu/undergraduate/courses/math1431/index.php>

Overview

This is a 15 week online course offered by the Department of Mathematics, University of Houston. We have created a course that has many of the features of a face-to-face class. There are certain special requirements for an online class and a detailed description of all aspects of the course is given below.

Course Homepage and CourseWare

It is highly recommended that you check the course homepage (listed above) and the CourseWare page at least once a day during the Semester. This will allow you to stay up to date with assignments, homework and announcements.

The course homepage will provide you with access to online sessions, homework assignments, the syllabus, the course calendar, online lectures and useful links. Course notes and notes from class sessions will be available on the course homepage.

The CourseWare account will provide you with access to online quizzes, grades, electronic multiple choice forms (EMCFs), a discussion board and an exam scheduler. You will need to register for a CourseWare account in the first few days of the Fall 2011 semester. Note that all class correspondence will be posted on the discussion board (see information on Discussion Board below).

Each student should verify that his/her email address is correct both on his/her profile in CourseWare and on PeopleSoft (my.uh.edu). Instructors will use PeopleSoft to send class emails, so it is imperative that all students have a correct email address listed there. Instructors are not able to edit student profiles. If your email address changes, it is your responsibility to record the change on PeopleSoft and on CourseWare.

Text

CALCULUS, 9th edition. Authors: Salas/Hille/Etgen. Publisher: John Wiley & Sons, Inc. Note: You do not need to purchase this text. You can access the text electronically by logging into CourseWare at <http://www.casa.uh.edu>

System Requirements and Equipment

Since this is an online class there are certain special requirements.

You must have access to a computer and a fast internet connection. Broadband, Cable and DSL connections are the best for this. Good dial-up connections are also suitable. You will need to install Adobe Acrobat Reader 8.1 or higher which is available for free from <http://www.adobe.com>. You will need access to a printer and scanner so that you can complete your written homework and turn it in electronically. Alternatively, you can purchase a writing tablet and use free writing software to work with the homework directly on your computer. More information about this is available on the course homepage.

The classes may also incorporate technology into many of the lessons. It would be helpful to have a graphing calculator and/or access to graphing software. Some of the software we will use will include Geogebra, SpaceTime and Winplot (PC only). If you have a Mac, you can use the built in graphing calculator (in your utilities folder).

Recitation

There is no separate recitation grade. You have signed up for lecture section 17415 and recitation section 17416. The two sections are interwoven in the course, and a grade will be given for the section 17415 which represents the work in the combined classes. The lab session is a problem working session that will also meet online.

Exams

There will be four exams: a pre-requisite exam, two midterms and a final. The pre-requisite exam is completely online through CourseWare and the other three exams will be administered in the CASA Testing Center (located in Room 221 of the Garrison Gym). You must schedule the two midterms and the final exam in advance using the exam scheduler in CourseWare. You will have about two weeks before the exam during which you can make your reservation. The pre-requisite exam will consist of all multiple choice questions and the other exams will consist of both multiple choice and written questions. The multiple choice questions will be machine graded. The written questions will be graded by the instructors and teaching assistants. Scores will be posted in the grade book on Courseware approximately one week after the testing period closes. **Note: There are no make up exams in this course. A missed exam will result in a zero.**

Remote students, those that live more than 100 miles from the UH campus, need to email their instructor regarding remote administration of exam 2, exam 3 and the final. It will be the student's responsibility to find a university or testing center that will administer the exam. More information for remote testing can be found here http://distance.uh.edu/services/exam_proctoring.html.

The dates for the exams are as follows:

Exam 1 (Pre-Requisite Exam): Open online from August 22nd until August 31st

Exam 2: Friday October 7th and Saturday October 8th

Exam 3: Friday November 11th and Saturday November 12th

Final Exam: Friday December 9th, Saturday December 10th and Sunday December 11th

Each student is responsible for scheduling his/her exams and for taking his/her exams at the appointed time. There are no make up exams in this course. A missed exam will result in a zero.

Homework

Homework will be given each week. Homework may consist of both written and multiple choice questions. Multiple choice questions will be answered under EMCF on CourseWare and written homework will need to be scanned and uploaded into CourseWare through Assignments. Instructions on how to submit written homework for this course are available on the Course Homepage. The submission of homework is compulsory and will count for a major portion of your grade (See Grades, below). Written homework is graded for completion and correctness. LATE WORK WILL NOT BE ACCEPTED. You will be able to view your homework grades in the CourseWare gradebook. Homework assignments MUST be submitted electronically through CourseWare, so access to a scanner, camera or smartphone is necessary. See the document titled *Scanning Documents for Submission* available on the homepage for information on finding and using a scanner. Homework will NOT be accepted through email or in person. Homework must be submitted through CourseWare BEFORE the deadline. The CourseWare interface for uploading homework allows single and multiple file uploads, and accepts files in the tiff, jpeg and pdf formats. There is a file size restriction of 10 MB per assignment.

Weekly Online Quizzes

Online quizzes will be given through CourseWare. You will have up to 20 attempts on each quiz. The highest grade will be used for your score. Practice exams will also be counted as quiz grades.

Note that attending the online sessions can directly affect your quiz grades.

Online Sessions and Alternate Assignments

There will be two online lecture sessions and two problem session every week. The completed notes and links to videos and/or extra examples will be posted for each section covered. YOU ARE REQUIRED TO ATTEND AT LEAST ONE OF THE LECTURE SESSIONS AND AT LEAST ONE OF THE PROBLEM SESSIONS EACH WEEK. If you cannot attend either lecture session, you MUST complete the lecture-alternate assignment to take the place of the lecture EMCF questions. If you cannot attend either lab (problem) session, you MUST complete the lab-alternate assignment to take the place of the lecture EMCF questions. See below for more information on the alternate assignments. Attendance will be taken through the session chat log and participation in the EMCF questions (see below). EMCF questions are electronic multiple choice questions that you will answer online on www.casa.uh.edu. Please see online.math.uh.edu/courses for session times. **Note that the alternate assignment replaces the poppers given in the online session and is not an alternative to the regularly assigned homework!**

EMCF (poppers) and Extra Credit

During each online lecture session and problem session there will be popper questions. Poppers are simple pop-quiz questions which will gauge understanding. Students can earn regular credit for these sessions by successfully answering 60% of the questions correctly, and also earn extra credit by answering more than 60% correctly. The amount that, and manner in which, extra credit contributes to your overall grade is at the sole discretion of the instructor. Extra credit may also be given for extra participation in the Discussion Board (see information on Discussion Board below).

Grades

Final course grades are assigned according to student performance, using the guidelines below.

Each component of the coursework contributes the following amount to your final percentage:

Exam 1: 10%

Exams 2 and 3: 17% each

Final Exam: 25%

Note: The percentage grade on the final exam can be used to replace your lowest test score.

Homework (written and EMCF): 10%

Quizzes: 10%

Daily In-Class EMCFs: 10%

Discussion Board Participation: 1%

Letter grades will be assigned as follows:

A: 90% and above, **B:** 80% - 89%, **C:** 70% - 79%, **D:** 60% - 69%, **F:** Less than 60%.

Discussion Board

All class correspondence will be posted on the discussion board. Students are expected to check the discussion board daily for up-to-date course information. In addition, the discussion board in CourseWare is a tool intended to facilitate your studies. To this end, students should post questions about homework/quiz problems. One percent of your grade will be determined by your activity on the discussion board. You are required to add one subject-related post to the discussion board each week. Additional posts (for example, answers to other posts) will help with extra credit for the class. Additionally, the discussion board is a great place to organize and join study groups. Questions about personal circumstances (travel due to a family emergency, for example) or grades are private and should be sent directly to the instructor. The discussion board is not a forum for requests; for example, students should not post requests for additional extra credit opportunities, deadline extensions, or a grade “curve”. Finally, students should expect to be able to operate in a safe and friendly environment. Posts perceived as personal attacks on anyone (“flaming”), will not be tolerated, and will result in restriction from the discussion boards and online sessions.

CASA Tutoring Center

The Center for Academic Support and Assessment (CASA), located in Garrison Gym (Room 222), offers tutoring for all undergraduate math classes five days a week. During Fall, the center is open 9am - 7pm Monday through Thursday and 9am - 2pm on Friday. Please see www.casa.uh.edu/casa/ for more information.

Incompletes

An incomplete (I) may be awarded to you by your teacher if the reason is a compelling NON-ACADEMIC reason, you have completed virtually all the course assignments AND you have a passing grade on this work.

Incompletes are NOT available to students who have done little of the coursework nor for students who have failing grades on what they have done. See your teacher to discuss eligibility and to fill out and sign the Incomplete contract. This is also required and must be signed in advance of an I being posted. Imminent failure is not an acceptable reason to be awarded an incomplete.

Dropping

If a student wants to drop the class, it is his/her responsibility to do so by logging on the my.uh.edu and completing the drop process before the drop deadline. Instructors cannot drop students for any reason.

Accommodations

A current Student Accommodation Form (SAF) must be presented in a timely manner for accommodations to be approved. No retroactive accommodations will be provided.

Accommodations for undergraduate mathematics courses that could change the essential nature of the course or provide an unfair advantage to one student over another student will not be approved. Notably, in the event that calculators and/or formula sheets are allowed for all students in a course, then all students may have them. If, however, calculators and/or formula sheets are not allowed to anyone, then no one may have them.

Accommodations that are listed on your SAF that would NOT change the essential nature of a course or provide an unfair advantage may be approved (e.g. an extra set of class notes for lecture, testing at CSD, extended time*). Please review these with your teacher during the conference hours for the class (not immediately before or after a lecture).

*If you run over the agreed upon extended time you will be penalized in proportion to the amount over.

Contact Information

Please direct your questions to the appropriate person.

For questions of an academic nature please email the person mentioned at the beginning of the syllabus.

For technical support on CourseWare email courseware@uh.edu.

For technical support on the Course Homepage email bekki@math.uh.edu.