Course Syllabus

Fall 2018 **Math 2413 Differential Calculus** Aug 15, 2018

Lecture Section Information

Section	Instructors	Schedule & Location
Math2413.001	Lou, Yifei	Mon, Wed & Fri : 9:00am-9:50am : FO 2.208
Math2413.002	Martynova, Irina	Mon, Wed & Fri : 10:00am-10:50am : CB3 1.312
Math2413.003	Martynova, Irina	Mon, Wed & Fri : 11:00am-11:50am : FO 2.702
Math2413.004	Nguyen, Mylinh T	Mon, Wed & Fri : 12:00pm-12:50pm : FO 2.404
Math2413.005	Nguyen, Mylinh T	Mon, Wed & Fri : 1:00pm-1:50pm : FO 2.404
Math2413.006	Aman, Kelly	Mon, Wed & Fri : 2:00pm-2:50pm : FO 2.404
Math2413.007	Mussa, Derege	Mon, Wed & Fri : 3:00pm-3:50pm : FO 1.502
Math2413.008	Aman, Kelly	Mon, Wed & Fri : 4:00pm-4:50pm : CB3 1.312
Math2413.009	Nguyen, Mylinh T	Mon, Wed & Fri : 9:00am-9:50am : FO 1.502
Math2413.010	Nguyen, Mylinh T	Mon, Wed & Fri : 10:00am-10:50am : FO 2.404
Math2413.011	Lou, Yifei	Mon, Wed & Fri : 11:00am-11:50am : FO 2.404
Math2413.012	Akbar, Mohammad	Mon, Wed & Fri : 12:00pm-12:50pm : FO 2.208
Math2413.013	Eydelzon, Anatoly	Mon, Wed & Fri : 1:00pm-1:50pm : FO 2.208
Math2413.014	Eydelzon, Anatoly	Mon, Wed & Fri : 2:00pm-2:50pm : FO 2.208
Math2413.015	Eydelzon, Anatoly	Mon, Wed & Fri : 3:00pm-3:50pm : FO 2.208
Math2413.016	Mussa, Derege	Mon, Wed & Fri : 4:00pm-4:50pm : FO 1.502
Math2413.017	Cao, Yan	Mon, Wed & Fri : 9:00am-9:50am : FO 1.202
Math2413.018	Duruoha, Adannah	Mon, Wed & Fri : 10:00am-10:50am : FO 2.208
Math2413.019	Akbar, Mohammad	Mon, Wed & Fri : 11:00am-11:50am : FO 2.208
Math2413.020	Duruoha, Adannah	Mon, Wed & Fri : 11:00am-11:50am : SLC 2.302
Math2413.021	Khoury, Raja	Mon, Wed & Fri : 12:00pm-12:50pm : ECSS 2.415
Math2413.022	Fu, Kaibin	Mon, Wed & Fri : 4:00pm-4:50pm : CB1 1.102
Math2413.023	Fu, Kaibin	Mon, Wed & Fri : 3:00pm-3:50pm : FN 2.106
Math2413.024	Alvarado, Iris	Mon, Wed & Fri : 3:00pm-3:50pm : CB3 1.302
Math2413.025	Khoury, Raja	Mon, Wed & Fri : 11:00am-11:50am : CB3 1.302
Math2413.026	Alvarado, Iris	Mon, Wed & Fri : 12:00pm-12:50pm : SLC 2.202
Math2413.027	Alvarado, Iris	Mon, Wed & Fri : 2:00pm-2:50pm : ATC 2.101
Math2413.030	Martynova, Irina	Mon, Wed & Fri : 9:00am-9:50am : SOM 2.103

Instructor Contact Information

Dr. Mohammad Akbar
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Dr. Kelly Aman
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Dr. Adannah Duruoha
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Dr. Anatoly Eydelzon
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Dr. Kaibin Fu
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Dr. Raja Khoury
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Dr. Yifei Lou
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Dr. Derege Mussa
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Dr. Mylinh Nguyen
Office: FA 2.404
Phone: 972-883-6546
E-mail: mylinh.nguyen@utdallas.edu
Campus Mail: Mail Stop FO 35
Office hours: MWF 3:00-4:00 pm or by appt
Contact preference: email

Course Pre-requisites, Co-requisites, and/or Other Restrictions

Prerequisite: A score of 70% on ALEKS math placement exam or a grade of at least a C- in MATH 2312. (3-2) S

Co-requisites: Students must be registered in **<u>one</u>** of the following **problem sections**

Section			Schedule	Room	First Name	Last Name	Email
Math	2413	301	M: 8:00-9:50am	PHY 1.103	Samiha	Rouf	samiha.rouf@utdallas.edu
Math	2413	302	W: 8:00-9:50am	PHY 1.103	Yaghoub	Rahimi	yxr160430@utdallas.edu
Math	2413	303	M: 10:00-11:50am	GR 4.204	Galappaththige	De Silva	GalappaththigeSajit.DeSilva@utdallas.edu
Math	2413	304	R: 10:00-11:50am	GR 4.208	Brendan	Caseria	Brendan.Caseria@utdallas.edu
Math	2413	305	M: 1:00-2:50pm	CB3 1.314	Augustine	Annan	Augustine.Annan@utdallas.edu
Math	2413	306	W: 1:00-2:50pm	CB 1.218	Priyojit	Palit	Priyojit.palit@utdallas.edu
Math	2413	307	M: 3:00-4:50pm	CB3 1.304	Mehdi	Akhavan	mxa154630@utdallas.edu
Math	2413	308	W: 3:00-4:50pm	CB3 1.310	Yaghoub	Rahimi	yxr160430@utdallas.edu
Math	2413	309	M: 8:00-9:50am	CB 1.218	Brendan	Caseria	Brendan.Caseria@utdallas.edu
Math	2413	310	W: 8:00-9:50am	CB 1.218	Dongfang	Zhang	dxz151230@utdallas.edu
Math	2413	311	M: 10:00-11:50am	CB3 1.308	Marcus	Cisneros	mdc170730@utdallas.edu
Math	2413	312	W: 10:00-11:50am	CB3 1.308	Dongfang	Zhang	dxz151230@utdallas.edu
Math	2413	313	M: 1:00-2:50pm	CB3 1.310	Yu	Zhang	Yu.Zhang15@utdallas.edu
Math	2413	314	W: 1:00-2:50pm	CB3 1.314	Mudalidge	Rajapaksha	rsr160230@utdallas.edu
Math	2413	315	R: 1:00-2:50pm	CB 1.106	Sabindra (Savin)	Bal	SabindraSingh.Bal@utdallas.edu
Math	2413	316	R: 10:00-11:50am	CB3 1.308	Huiyi	Chen	hxc180000@utdallas.edu
Math	2413	317	M: 8:00-9:50am	CB3 1.314	Huiyi	Chen	hxc180000@utdallas.edu
Math	2413	318	W: 8:00-9:50am	CB3 1.308	Jose	Alfaro	jfa170001@utdallas.edu
Math	2413	319	M: 10:00-11:50am	CB3 1.314	Fatih	Gelir	fxg150330@utdallas.edu
Math	2413	320	W: 10:00-11:50am	CB3 1.314	Jose	Alfaro	jfa170001@utdallas.edu
Math	2413	321	W: 8:00-9:50am	CB3 1.314	Huan	Chen	hxc180005@utdallas.edu
Math	2413	322	F: 8:00-9:50am	FN 2.104	Siyuan	Wang	sxw161530@utdallas.edu
Math	2413	323	T: 1:00-2:50pm	JSOM 2.103	Sabindra (Savin)	Bal	SabindraSingh.Bal@utdallas.edu
Math	2413	324	W: 10:00-11:50am	CB3 1.310	Huan	Chen	hxc180005@utdallas.edu
Math	2413	325	R: 1:00-2:50pm	JSOM 2.903	Eunmi	Ko	exk150930@utdallas.edu
Math	2413	326	W: 8:00-9:50am	CB3 1.310	Ying	Chen	yxc170430@utdallas.edu
Math	2413	327	M: 10:00-11:50am	CB3 1.310	Ruofei	Guan	rxg156030@utdallas.edu
Math	2413	328	W: 10:00-11:50am	CB3 1.304	Ying	Chen	yxc170430@utdallas.edu
Math	2413	329	M: 1:00-2:50pm	CB3 1.304	Galappaththige	De Silva	GalappaththigeSajit.DeSilva@utdallas.edu
Math	2413	330	W: 1:00-2:50pm	CB3 1.310	Abdullah (Rana)	Mamun	aam131030@utdallas.edu
Math	2413	331	T: 8:00-9:50am	CB3 1.308	Jing	Guo	Jing.Guo2@utdallas.edu
Math	2413	332	R: 1:00-2:50pm	CB1 1.106	Behshid	Kasamaie	Behshid.Kasmaie@utdallas.edu
Math	2413	333	T: 10:00-11:50am	PHY 1.103	Priyojit	Palit	Priyojit.palit@utdallas.edu
Math	2413	334	W: 8:00-9:50am	CB3 1.304	Qi	Guo	qxg160330@utdallas.edu
Math	2413	335	M: 10:00-11:50am	CB3 1.304	Jing	Guo	Jing.Guo2@utdallas.edu
Math	2413	336	W: 10:00-11:50am	FN 2.204	Qi	Guo	qxg160330@utdallas.edu
Math	2413	337	W: 3:00-4:50pm	CB3 1.304	Alsadig	Ali	aaa150830@utdallas.edu
Math	2413	338	W: 1:00-2:50pm	CB3 1.304	Faisal	Ahmed	fxa170930@utdallas.edu
Math	2413	339	R: 1:00-2:50pm	CB3 1.314	Augustine	Annan	Augustine.Annan@utdallas.edu
Math	2413	340	T: 10:00-11:50am	FO 3.222	Mudalidge	Rajapaksha	rsr160230@utdallas.edu
Math	2413	341	T: 10:00-11:50am	CB 1.223	Abdullah (Rana)	Mamun	aam131030@utdallas.edu
Math	2413	342	W: 8:00-9:50am	FN 2.204	Dhanushki	Hewawaaduge	dbh170230@utdallas.edu
Math	2413	343	M: 10:00-11:50am	FN 2.204	Dhanushki	Hewawaaduge	dbh170230@utdallas.edu
Math	2413	344	F: 10:00-11:50am	FN 2.104	George	Sechkin	gxs180003@utdallas.edu
Math	2413	345	R: 10:00-11:50am	CB 1.223	Marcus	Cisneros	mdc170730@utdallas.edu
Math	2413	346	R: 1:00-2:50pm	CB 1.214	Yu	Zhang	Yu.Zhang15@utdallas.edu
Math	2413	347	F: 10:00-11:50am	CB 1.214	Siyuan	Wang	sxw161530@utdallas.edu
Math	2413	348	F: 10:00-11:50am	CB 1.222	Behshid	Kasamaie	Behshid.Kasmaie@utdallas.edu
Math	2413	349	T: 1:00- 2:50pm	CB 1.218	Eunmi	Ko	exk150930@utdallas.edu
Math	2413	350	R: 10:00-11:50am	CB 1.106	Abdullah Al	Mamun	axm148730@utdallas.edu
Math	2413	351	T: 10:00-11:50am	CB 1.206	Abdullah Al	Mamun	axm148730@utdallas.edu
Math	2413	352	F: 10:00-11:50am	CB 1.210	Rajendra	K C Khatri	rxk153630@utdallas.edu
Math	2413	353	F: 1:00-2:50pm	CB 1.219	Rajendra	K C Khatri	rxk153630@utdallas.edu
Math	2413	354	F: 10:00-11:50am	CB 1.202	Patrick	Thompson	Patrick.Thompson1@utdallas.edu

Math	2413	355	F: 1:00-2:50pm	CB 1.102	Patrick	Thompson	Patrick.Thompson1@utdallas.edu
Math	2413	357	T: 10:00-11:50am	CB 1.202	Faisal	Ahmed	fxa170930@utdallas.edu
Math	2413	360	R:10:00-11:50am	CB 1.202	Fatih	Gelir	fxg150330@utdallas.edu
Math	2413	362	R: 10:00-11:50am	CB 1.210	Ruofei	Guan	rxg156030@utdallas.edu
Math	2413	801	W: 5:00-6:50pm	CB 1.218	Dorcas	Ofori Boateng	dxo150430@utdallas.edu
Math	2413	802	M: 5:00-6:50pm	CB3 1.314	Samiha	Rouf	samiha.rouf@utdallas.edu
Math	2413	803	M: 5:00-6:50pm	CB3 1.310	Mehdi	Akhavan	mxa154630@utdallas.edu
Math	2413	804	M: 5:00-6:50pm	CB3 1.304	Dorcas	Ofori Boateng	dxo150430@utdallas.edu

During problem session, the TA shall:

- review class material and relevant material from prerequisite courses
- return and discuss graded homework, quizzes and exams
- work problems, or have students work problems
- entertain questions
- administer quizzes

Course Description

MATH 2413 (MATH 2413) Differential Calculus (4 semester hours) Course covers topics in differential calculus of functions of one variable; topics include limits, continuity, derivative, chain rule, implicit differentiation, mean value theorem, maxima and minima, curve sketching, derivatives of inverse trigonometric functions, antiderivatives, substitution method, and applications. Three lecture hours and two discussion hours a week; problem section required with MATH 2413, and registration in the exam section is required. Not all MATH/STAT courses may be counted toward various degree plans. Please consult your degree plan to determine the appropriate MATH/STAT course requirements. Prerequisite: A score of 70% on ALEKS math placement exam or a grade of at least a C- in MATH 2312. (3-2) S

Student Learning Objectives/Outcomes

(1) Students will be able to formulate real world problems into mathematical statements.

- Given a narrative description of a problem that lends itself to mathematical analysis, the student will clearly define any variable quantities introduced and provide an appropriate equation, function, or formula relating those variables.

(2) Students will be able to develop solutions to mathematical problems at the level appropriate to each course.

- Given a limit statement of indeterminate form, the student will be able to apply appropriate algebraic or calculus based techniques to compute the limit.
- Given a function, the student will be able to compute a first or second order derivative and, if instructed, evaluate the derivative at a point in its domain.
- Given a function, the student will be able to compute an antiderivative or a definite integral of the function.

(3) Students will be able to describe or demonstrate mathematical solutions either numerically or graphically.

- Students shall provide a qualitative, planar sketch which clearly indicates prescribed attributes.
- Students will provide numerical results in a prescribed manner, as a percent, an interval, or with specified accuracy.

Mathematics is often referred to as the language of science. As with any language, the more time you spend with it, to more proficient you become at reading and writing it. A long held rule of thumb for learning mathematics is to spend approximately 3 hours outside of class developing your mathematical knowledge and skills for every hour spent in class. Thus, in MATH 2413, one should expect to spend at least 9-12 hours studying each week. Weekly assignments are designed to keep you current with the material and for most students, the assignments will consume this number of hours.

Required Textbooks and Materials

Text: *Calculus,Early Transcendentals 8th* Edition, Stewart
Digital: *Webassign Access*
Options:

1. ENHANCED WEBASSIGN (Access Code Only) ISBN: 9781285858265
   Contains a digital copy of the text
2. CALCULUS EARLY TRANSCENDENTALS, 8E LOOSE-LEAF with Webassign access and E-book ISBN: 9781305616691
3. CALCULUS EARLY TRANSCENDENTALS, 8E Hard bound with Webassign access and E-book ISBN: 9781305597624

Suggested Course Materials

A scientific calculator is recommended. Graphing calculators, programmable calculators, calculators with non-numeric displays, or calculators with calculus operations are NOT ALLOWED on quizzes or exams.

Additional Resources

***Schaum's Outline of Calculus*, 6th Edition** is an inexpensive calculus text that includes more than 1,100 fully solved problems, examples, and practice exercises to sharpen your problem-solving skills. Plus, you will have access to 30 detailed videos featuring Math instructors who explain how to solve the most commonly tested problems--it's just like having your own virtual tutor! You'll find everything you need to build confidence, skills, and knowledge for the highest score possible.

URL: http://elearning.utdallas.edu requires your NETID and password to logon. Once logged in, select this course. If successful, you will see a link to the complete syllabus and links to additional course material. You can view your grades or use the discussion tool to communicate with your classmates. You will receive a notice via elearning (announcement and/or email) if there is additional information, exam date/location change, etc., or an urgent message, class canceled, etc, that directly impacts this course. Should a personal situation arise and you feel your instructor needs to be aware of the situation, send that information via his/her preferred method of contact.

The Student Success Center **Peer Tutoring Lab** offers *free* help in math, physics and statistic courses to UT Dallas students currently enrolled in classes. The Lab is staffed by tutors Monday- Thursday 10am-7pm, Friday-Saturday 10am-4pm and closed on Sunday starting August 27th. Students can:

- Drop by the Walk-in Lab in MC 1.401
- Attend Exam Reviews. The schedule of reviews is available at here
- Contact the Math Lab with questions or comments: tutoring@utdallas.edu
- Call at 972-883-5408

Peer Led Team Learning (PLTL)
PLTL is all about working together as a group. Peer leaders are trained to be facilitators, not lecturers or teaching assistants. They don't provide answers to their students; instead they guide them toward answers and set a tone for group discussion and learning. Students do most of the explanation and reasoning to the rest of the group. Individual points of view are respected, criticism is constructive, and all members have an equal opportunity to participate.

Academic Calendar

Wed, 9/5	Census day -- Last day to drop without record.
9/6 – 11/5	Students may withdraw from a class with signature and receive a W.
Mon, 11/5	WL period, with signatures of instructor and advisor.

Math 2413 Schedule (subject to change)

Wk	Sun	Mon	Lecture	Wed	Lecture	Fri	Lecture	Pb Section	Exam
1		8/20	Intro, Syllabus, Ch 1 Topics	8/22	Ch 1 Topics	8/24	Ch 1 Topics Section: 2.1	review	
2	8/26 DHW1	8/27 GHW1	Section: 2.1/2.2	8/29	Section: 2.2	8/31	Section: 2.3	Qz 1	
3	9/2 DHW2	9/3	**Labor Day**	9/5 GHW2	Section: 2.3/2.4	9/7	Section: 2.4	Qz 2 (take home)	
4	9/9 DHW3	9/10 GHW3	Section: 2.5	9/12	Section: 2.5/2.6	9/14	Section: 2.6	Qz 3	
5	9/16 DHW4	9/17 GHW4	Section: 2.6/2.7	9/19	Section: 2.8	9/21	Section: 3.1	Qz 4	
6	9/23 DHW5	9/24 GHW5	Section: 3.1/3.2	9/26	Section: 3.2/3.3	9/28	Section: 3.3	Qz 5	
7	9/30 DHW6	10/1 GHW6	Section: 3.4	10/3	Section: 3.4/3.5 Review	10/5	Section: 3.5		**10/4 Exam 1 7-8:15pm**
8	10/7 DHW7	10/8 GHW7	Section: 3.6	10/10	Section: 3.6/3.9	10/12	Section: 3.9	Qz 6	
9	10/14 DHW8	10/15 GHW8	Section: 3.10	10/17	Section: 4.1	10/19	Section: 4.2	Qz 7	
10	10/21 DHW9	10/22 GHW9	Section: 4.2/4.3	10/24	Section: 4.3	10/26	Section: 4.4	Qz 8	
11	10/28 DHW10	10/29 GHW10	Section: 4.4/4.5	10/31	Section: 4.5/4.7	11/2	Section: 4.7	Qz 9	
12	11/4 DHW11	11/5 GHW11	Section: 4.9	11/7	Section: 5.1/5.2 Review	11/9	Section: 5.2		**11/8 Exam 2 7-8:15pm**
13	11/11 DHW12	11/12 GHW12	Section: 5.2/5.3	11/14	Section: 5.3	11/16	Section: 5.4	Qz 10	
14	11/18	11/19	**Fall Break**	11/21	**Fall Break**	11/23	**Thankgiving**		
15	11/25 DHW13	11/26 GHW13	Section: 5.5	11/28	Section: 5.5/6.1	11/30	Section: 6.1/6.2	Qz 11	
16	12/2 DHW14	12/3 GHW14	Section: 6.2	12/5	Section: 6.3	12/7	Section 6.5/ review	Qz 12	**TBA Final**

Grade Policy

The course grade is determined from the following:

14 Digital Homework sets
14 Graded Homework sets
12 Quizzes
2 Major Exams
Comprehensive Final Exam

Weights:		
	10%	Digital Homework Sets
	15%	Written Homework Sets
	15%	Quizzes
	36%	Major exams
	24%	Final Exam

Grade Scale	[96.6,100]…A+	[93.3,96.6).….A	[90,93.3).….A-
	[86.6,90).…..B+	[83.3,86.6).….B	[80,83.3).….B-
	[76.6,80).….C+	[73.3,76.6).….C	[70,73.3),….C-
	[66.6,70).….D+	[63.3,66.6).….D	[60,63.3).….D-
	[0 ,60)…...F		

- **Digital Homework** : There will be 14 assignments, DHW1 through DHW14 will be used in your grade calculation. The DHW percent will be based on 12 scores. The two lowest scores from DHW1 – DHW13 will be dropped (*DHW14 will not be dropped.*) The assignments will be generated using WebAssign. Each assignment will be posted no later than Monday afternoon and you will have until 11:59 pm of the following Sunday to complete the assignment. See schedule for due dates, these are indicated by DHW#. WebAssign contains an equation editor, which allows you to present your solutions in a mathematically correct form--beware parentheses. Once you submit a solution, it is graded immediately - - for some problems you will have multiple attempts at the solution, for others only one attempt. Assignment grades will be posted in elearning--there will be NO late digital homework.

To gain access to WebAssign

1. Log into elearning, **MATH 2413.701 - Differential Calculus - F18**
2. Select "Access WebAssign"
3. On the next page, you will have 3 options.
    a) "Purchase access online" if you do not already have an access code and you want to buy access to the ebook and homework problems without printed text
    b) "Enter an access code" if you have already purchased an access code
    c) "Continue my trial period" if you want to start using the system before purchasing. The deadline is given in red.

- **Graded Homework**: There will be 14 homework sets to be turned in for grading. The number of problems in each set will vary with the material covered. The GHW percent will be based on 12 scores. The two lowest scores from GHW1 – GHW13 will be dropped (*GHW14 will not be dropped*).

The homework sets, in pdf format, will be made available via elearning, generally by Monday of the week before they are due. Print the file (2-sided is OK), fill in the requested information in the header, and do your work in the space provided. If there are multiple pages they ***must be stapled together***. Your work is to be complete, written with proper mathematical notation, and logical flow. Take note of the penalty menu in the header.

Graded homework is to be submitted within the first 10 minutes of **lecture** on the due date. There will be NO late graded homework.

- **Quizzes** Each quiz will be administered in the problem session during the weeks identified in the schedule. They will be returned to you at the next meeting of your problem session. The Quiz percent will be based on 10 scores. The two lowest scores from Qz1 – Qz11 will be dropped (*Qz 12 will not be dropped*). There will be no quiz during an exam week.

- **Major exams** constitute 36% of your course grade and are weighted as follows. The lowest exam score is valued at 16%, the highest at 20%. Each major exam will occur at the time and date specified on the schedule. The location will be announced in class and posted on elearning. Graded exams will be returned during problem session.

- The **Final exam** is not optional, is comprehensive, and constitutes 24% of your course grade. Final exams are not returned to the student but are held for review for one year.

Course & Instructor Policies

Attendance: Daily attendance may be taken.
Citizenship: Any action that disturbs your classmates or interrupts the lecture is unacceptable. Examples of such actions are:

(a) Entering the classroom late - be punctual
(b) Leaving the classroom before break or before the end of lecture.
(c) Cell phones, ringers, buzzers, beepers, alarms, blackberries, Ipods etc - turn them off! unless you are a member of an emergency response team.

An apology is expected from anyone creating such a disturbance.

Student participation in class is desired, however, please raise your hand to speak and avoid having side conversations with your classmates.

There will be **no extra credit**

Exam/Quiz policies
(a) There will be no make-up quizzes.
(b) There will be no make-up exams unless the circumstances are extraordinary.
(c) Exams and quizzes are closed book, without notes, and without graphing calculators.
(d) SHOW ALL WORK on quizzes and exams. Unsupported answers will receive little or no credit. Graded quizzes and major exams will be returned to you as soon as possible. Any document not picked up by the end of finals week will be destroyed.

Technical Support

If you experience any problems with your UTD account you may send an email to: assist@utdallas.edu or call the UTD Computer Helpdesk at 972-883-2911.

Intercollegiate Competitions

Students involved in a UTD sanctioned competitive activity must supply the instructor with a letter certifying his/her eligibility to participate in such a competition. Said letter may be obtained from the Intercollegiate Compliance Officer. It is the students' responsibility to discern scheduling conflicts and to inform the instructor well in advance of a class, quiz, or exam that will be missed due to a competition. The instructor will make reasonable accommodation to resolve the conflict.

Field Trip Policies, Off-campus Instruction, and Course Activities

Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website address http://www.utdallas.edu/BusinessAffairs/Travel_Risk_Activities.htm. Additional information is available from the office of the school dean. Below is a description of any travel and/or risk-related activity associated with this course.

Student Conduct & Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD printed publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Series 50000, Board of Regents, The University of Texas System*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391) and online at http://www.utdallas.edu/judicialaffairs/UTDJudicialAffairs-HOPV.html

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

Sharing Confidential Information

Students considering sharing personal information in email, in person, or within assignments or exams should be aware that faculty members and teaching/research assistants are required by UT Dallas policy to report information about sexual misconduct to the UT Dallas Title IX Coordinator. Per university policy, faculty have been informed that they must identify the student to the UT Dallas Title IX Coordinator. Students who wish to have confidential discussions of incidents related to sexual harassment or sexual misconduct should contact the Student Counseling Center (972-883-2527 or after hours 972-UTD-TALK or 972-883-8255), the Women's Center (972-883-8255), a health care provider in the Student Health Center (972-883-2747), the clergyperson (or other legally recognized religious advisor) of their choice, or an off-campus resource (i.e., rape crisis center, doctor, psychologist). Students who are sexually assaulted, harassed, or victims of sexual misconduct, domestic violence, or stalking, are encouraged to directly report these incidents to the UT Dallas Police Department at 972-883-2222 or to the Title IX Coordinator at 972-883-2218. Additional information and resources may be found at http://www.utdallas.edu/oiec/title-ix/resources.

Campus Carry

The University's concealed handgun policy is posted on the campus carry website: https://www.utdallas.edu/campuscarry/

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic Dishonesty, any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another

person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is unacceptable and will be dealt with under the university's policy on plagiarism (see general catalog for details). This course will use the resources of turnitin.com, which searches the web for possible plagiarism and is over 90% effective.

Copyright Notice

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted materials, including music and software. Copying, displaying, reproducing, or distributing copyrighted works may infringe the copyright owner's rights and such infringement is subject to appropriate disciplinary action as well as criminal penalties provided by federal law. Usage of such material is only appropriate when that usage constitutes "fair use" under the Copyright Act. As a UT Dallas student, you are required to follow the institution's copyright policy (Policy Memorandum 84-I.3-46). For more information about the fair use exemption, see http://www.utsystem.edu/ogc/intellectualproperty/copypol2.htm

Email Use

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel. The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.

Withdrawal from Class

The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Student Grievance Procedures

Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's *Handbook of Operating Procedures*.

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originates (hereafter called "the respondent"). Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy of the respondent's School Dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the School Dean. If the grievance is not resolved by the School Dean's decision, the student may make a written appeal to the Dean of Graduate or Undergraduate Education, and the deal will appoint and convene an Academic Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations.

Incomplete Grade Policy

As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of **F**.

Student AccessAbility

The University of Texas at Dallas is committed to equal access to educational, recreational and social endeavors for students with disabilities. The primary function of the Office of Student Accessibility (OSA) is to provide:

- Academic accommodations for eligible students with a documented physical, mental or sensory disability.
- Facilitation of non-academic and environmental accommodations and services.
- Resources and referral information, and advocacy support as necessary and appropriate.

Academic accommodations for each student are determined by OSA on an individual basis, with input from qualified professionals. Accommodations are intended to level the playing field for students with disabilities, while maintaining the academic integrity and standards set by the University.

972-883-2098 Office
972-883-6561 Fax
studentaccess@utdallas.edu

Religious Holy Days

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, Texas Code Annotated.

The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.

If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of TEC 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.

These descriptions and timelines are subject to change at the discretion of the Professor.