

Course Syllabus

Changes to the course due to social distancing policies:

NOTE: This is the current plan, but we make make changes as unforeseen issues arise. Check your e-mail and announcements in elearning.

DHW

There will now be two DHW assignments each week, one due at the usual 11:59pm on Mondays, the other due by 11:59pm on Fridays. The overall amount of work each week will be unchanged, so these two assignments will be a bit shorter than previous ones.

GHW

These will be submitted online through elearning, and can be submitted any time prior to the due date. Late submission will NOT be accepted.

1. Go to the MATH 2414.701 course homepage in elearning
2. Go to the "Submit Assignments" folder, then the folder for the current GHW.
3. There will be a link to submit each problem separately. Click on a problem to begin the submission process.
4. You have two methods of submission: scanning your work, or writing the solution in elearning, or
 - a) **Scan:** Attach one, or multiple, files as your submission. It is your responsibility to ensure the submission can be read.
 - Start each problem on a new sheet of paper. You can include multiple parts of a problem on the same sheet.
 - Write in black pen to ensure the scan captures all of your writing.
 - If you've got a smartphone, use the Adobe Scan app. It's free, and can create single or multi-page PDFs.
 - You will have unlimited submission attempts, in case something goes wrong. Only the final submission is graded.
 - b) **elearning:** Click the "Write Response" button. A text box will appear. Click f_x to enter mathematical text.
 - **IF YOU USE THIS METHOD YOU DO NOT GET FEEDBACK**
 - This is not the preferred method, so please try scanning if you can.
5. After your work is graded, you can click on it in "My Grades" to view any comments let by the grader (assuming you scanned your work).

Quizzes

Quizzes will be posted on the MATH 2414.701 course homepage at 8am Saturdays, and be due by 8pm that day. Submission will be the same as with GHW.

Exams

Exams (including the final) will be held at the normally scheduled time through elearning. A link will appear at the top of the elearning course homepage. The problems will be multi-part and multiple choice.

Contact your instructor if you have OSA approved accommodations which need to be considered.

Lecture

Your instructor should inform you of how they plan to handle lectures and office hours. Many instructors will be uploading video lectures, links to which will be found in the "Video Lectures" folder on the MATH 2414.701 course homepage.

Problem Sections

Your TA should inform you of how they plan to conduct problem sections. Problems worked in the problem sections will be posted in PDF form in the "Problem Section Notes" folder on the MATH 2414.701 course homepage. Also, videos of the problems being worked will be posted in the "Problem Section Videos" folder.

6. Spring 2020
Integral Calculus

Math 2414

Course #	Section	Meeting Rime	Room	Instructor
20354	math2414.001	MWF 9:00am - 9:50am	FO 1.502	Kelly Aman
20355	math2414.002	MWF 10:00am - 10:50am	FO 1.502	Kelly Aman
20356	math2414.003	MWF 11:00am - 11:50am	FO 1.502	Mylinh Nguyen
20357	math2414.004	MWF 12:00pm - 12:50pm	FO 1.502	Kelly Aman
20358	math2414.005	MWF 1:00pm - 1:50pm	FO 1.502	Brady McCary
20359	math2414.006	MWF 2:00pm - 2:50pm	FO 1.502	Bentley Garrett
20406	math2414.007	MWF 3:00pm - 3:50pm	FO 1.502	Bentley Garrett
20438	math2414.008	MWF 4:00pm - 4:50pm	FO 1.502	Anani Adabrah
20427	math2414.009	MWF 9:00am - 9:50am	FO 1.202	Hui Ding
20428	math2414.010	MWF 10:00am - 10:50am	FO 1.202	Hui Ding
20439	math2414.011	MWF 11:00am - 11:50am	FO 1.202	Huizhen Guo
20460	math2414.012	MWF 12:00pm - 12:50pm	FO 1.202	Brady McCary
20475	math2414.013	MWF 1:00pm - 1:50pm	FO 1.202	Nasrin Sultana
20476	math2414.014	MWF 2:00pm - 2:50pm	FO 1.202	Mylinh Nguyen
20517	math2414.015	MWF 3:00pm - 3:50pm	FO 1.202	Brady McCary
20537	math2414.016	MWF 4:00pm - 4:50pm	FO 1.202	Brady McCary
20616	math2414.017	MWF 8:00am - 8:50am	FO 2.404	David Lewis
20611	math2414.018	MWF 9:00am - 9:50am	FO 2.404	David Lewis
20614	math2414.019	MWF 12:00pm - 12:50pm	FO 2.404	Huizhen Guo
20612	math2414.020	MWF 3:00pm - 3:50pm	FO 2.404	Anani Adabrah
20615	math2414.021	MWF 3:00pm - 3:50pm	FO 2.702	Adannah Duruoha
20613	math2414.022	MWF 4:00pm - 4:50pm	FO 2.404	Adannah Duruoha
29615	math2414.023	MWF 8:00am - 8:50am	FO 2.208	Nasrin Sultana
29614	math2414.024	MWF 9:00am - 9:50am	FN 2.104	Adannah Duruoha

Instructor Information

Instructor: Dr. Anani Adabrah
Office: FN 3.118B
Phone: 972-883-3959
E-mail: AnaniKomla.Adabrah@utdallas.edu
Campus Mail: Mail Stop FO 35
Office hours: MWF 2 - 2:50pm, or by appt.
Contact preference: email

Instructor: Dr. Hui Ding
Office: FO 2.110
Phone: 972-883-3967
E-mail: Hui.Ding@utdallas.edu
Campus Mail: Mail Stop FO 35
Office hours:
Contact preference: email

Instructor: Dr. Bentley Garrett
Office: FA 2.406
Phone: 972-883-4236
E-mail: btg032000@utdallas.edu
Campus Mail: Mail Stop FO 35
Office hours: TR 10:30am – 12pm, or by apt.
Contact preference: email

Instructor: Dr. Kelly Aman
Office: FO 2.410 D
Phone: 972-883-6588
E-mail: Kelly.Aman@utdallas.edu
Campus Mail: Mail Stop FO 35
Office hours: MWF 11am - 11:50am ,or by appt.
Contact preference: email

Instructor: Dr. Adannah Duruoha
Office: FO 2.110
Phone: 972-883-3968
E-mail: Adannah.Duruoha@UTDallas.edu
Campus Mail: Mail Stop FO 35
Office hours:
Contact preference: email

Instructor: Dr. Huizhen Guo
Office: FN 3.118B
Phone: 972-883-4650
E-mail: Huizhen.Guo@UTDallas.edu
Campus Mail: Mail Stop FO 35
Office hours: MWF 10am - 11am, or by appt.
Contact preference: email

Instructor: Dr. David Lewis
 Office: FO 2.402A
 Phone: 972-883-6037
 E-mail: dlewis@utdallas.edu
 Campus Mail: Mail Stop FO 35
 Office hours: MW 10am - 11am, or by appt.
 Contact preference: email

Instructor: Dr. Brady McCary
 Office: FA 2.402
 Phone: 972-883-6313
 E-mail: brady.mccary@utdallas.edu
 Campus Mail: Mail Stop FO 35
 Office hours:
 Contact preference: email

Instructor: 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 9:30am – 10:30am, or by apt.
 Contact preference: email

Instructor: Dr. Nasrin Sultana
 Office: FO 3.611
 Phone: 972-883-3963
 E-mail: Nasrin.Sultana@UTDallas.edu
 Campus Mail: Mail Stop FO 35
 Office hours: MWF 12pm - 1pm, or by appt.
 Contact preference: email

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

Prerequisite: A grade of C- or better in either MATH 2413 or MATH 2417 or equivalent.

Co-requisites: Enrollment in one of the following problem sections is **mandatory**.

Course	Section	Day	Time	Room	TA Name	Net ID
20361	math2414.301	Mon	8:00am - 9:50am	CB 1.202	Eunmi Ko	exk150930
20362	math2414.302	Wed	8:00am - 9:50am	CB 1.202	Lashika Rajapaksha	lnr170001
20363	math2414.303	Fri	8:00am - 9:50am	CB 1.202	Matthew Babbitt	mwb180002
20364	math2414.304	Mon	10:00am - 11:50am	CB 1.202	Eunmi Ko	exk150930
20365	math2414.305	Wed	10:00am - 11:50am	CB 1.202	Lashika Rajapaksha	lnr170001
20366	math2414.306	Fri	10:00am - 11:50am	CB 1.202	Matthew Babbitt	mwb180002
20367	math2414.307	Mon	1:00pm - 2:50pm	CB 1.202	Marwah Soliman	mms140130
20368	math2414.308	Wed	1:00pm - 2:50pm	CB 1.202	Sajith de Silva	grd160230
20369	math2414.309	Fri	1:00pm - 2:50pm	CB 1.202	Clement Abugri	cxax180023
20440	math2414.310	Mon	3:00pm - 4:50pm	CB 1.202	Jianpeng Cao	jxc190018
20370	math2414.311	Wed	3:00pm - 4:50pm	CB 1.202	Augustine Annan	axa179630
20595	math2414.312	Mon	8:00am - 9:50am	CB 1.206	Nirjal Sapkota	nxs167030
20432	math2414.313	Wed	8:00am - 9:50am	CB 1.206	Faisal Ahmed	fxa170930
20372	math2414.314	Fri	8:00am - 9:50am	CB 1.206	Clement Abugri	cxax180023
20360	math2414.315	Mon	10:00am - 11:50am	CB 1.206	Jorge Garcia	jsg170130
20407	math2414.316	Wed	10:00am - 11:50am	CB 1.206	Jorge Garcia	jsg170130
20441	math2414.317	Fri	10:00am - 11:50am	CB 1.206	Abdullah Mamun	aam131030
20442	math2414.318	Mon	1:00pm - 2:50pm	CB 1.206	Nirjal Sapkota	nxs167030
20443	math2414.319	Wed	1:00pm - 2:50pm	CB 1.206	Md. Abu Helal	mxh153130
20444	math2414.320	Fri	1:00pm - 2:50pm	CB 1.206	Abdullah Mamun	aam131030
20461	math2414.321	Mon	3:00pm - 4:50pm	CB 1.206	Augustine Annan	axa179630
20462	math2414.322	Wed	3:00pm - 4:50pm	CB 1.206	Dipnil Chakraborty	dxc163930
20477	math2414.323	Mon	8:00am - 9:50am	CB 1.210	John Langford	jxl128231
20478	math2414.324	Wed	8:00am - 9:50am	CB 1.210	Het Mankad	hym130030
20485	math2414.325	Fri	8:00am - 9:50am	CB 1.210	Jose Alfaro	jfa170001
20479	math2414.326	Mon	10:00am - 11:50am	CB 1.210	Xiaoli Ye	xxy160030
20518	math2414.327	Wed	10:00am - 11:50am	JSOM 2.803	Behshid Kasmaie	bxb150730
20488	math2414.328	Fri	10:00am - 11:50am	CB 1.210	Jose Alfaro	jfa170001
20489	math2414.329	Mon	1:00pm - 2:50pm	CB 1.210	Xiaoli Ye	xxy160030

20497	math2414.330	Wed	1:00pm - 2:50pm	JSOM 2.903	Behshid Kasmaie	bxb150730
20498	math2414.331	Fri	1:00pm - 2:50pm	CB 1.210	Arnaja Mitra	axm190028
20519	math2414.332	Mon	3:00pm - 4:50pm	CB 1.210	Dipnil Chakraborty	dxc163930
20520	math2414.333	Fri	8:00am - 9:50am	CB 1.222	Het Mankad	hym130030
20521	math2414.334	Fri	10:00am - 11:50am	CB 1.218	Arnaja Mitra	axm190028
20522	math2414.335	Fri	1:00pm - 2:50pm	CB 1.222	Akash Roy	axr160831
20524	math2414.337	Mon	10:00am - 11:50am	CB3 1.304	Jianpeng Cao	jxc190018
20617	math2414.338	Fri	1:00pm - 2:50pm	CB3 1.304	Hari Sitaula	hps170001
20621	math2414.339	Fri	8:00am - 9:50am	CB3 1.314	Hari Sitaula	hps170001
20625	math2414.340	Fri	10:00am - 11:50am	CB3 1.314	Abdoulaye Thiam	axt154330
20620	math2414.341	Fri	1:00pm - 2:50pm	CB3 1.314	Abdoulaye Thiam	axt154330
20626	math2414.342	Fri	8:00am - 9:50am	CB3 1.310	Akash Roy	axr160831
20622	math2414.343	Fri	10:00am - 11:50am	CB3 1.310	Mohammad Uddin	mxu190001
20623	math2414.344	Fri	1:00pm - 2:50pm	CB3 1.310	Mohammad Uddin	mxu190001
27975	math2414.345	Fri	8:00am - 9:50am	PHY 1.103	Yu Zhang	yxz141130
20624	math2414.346	Fri	10:00am - 11:50am	PHY 1.103	Yu Zhang	yxz141130
20627	math2414.347	Fri	8:00am - 9:50am	FN 2.204	Sakshi Malhotra	sxm180207
20628	math2414.348	Fri	10:00am - 11:50am	FN 2.204	Sakshi Malhotra	sxm180207
20618	math2414.349	Fri	1:00pm - 2:50pm	FN 2.204	Indrajith Wasala	ikw190000
29600	math2414.351	Fri	1:00pm - 2:50pm	CB3 1.306	Nisansala Wickramasinghe	wmw190000
29583	math2414.352	Mon	8:00am - 9:50am	CB 1.214	Jiaju Wu	jxw151230
29932	math2414.354	Fri	10:00am - 11:50am	CB 1.102	Indrajith Wasala	ikw190000
29933	math2414.355	Fri	1:00pm - 2:50pm	CB1 1.104	Qinyi Zhou	qxz151530
29934	math2414.356	Fri	3:00pm - 4:50pm	CB 1.219	Nisansala Wickramasinghe	wmw190000
29935	math2414.357	Fri	3:00pm - 4:50pm	CB3 1.304	Qinyi Zhou	qxz151530
20371	math2414.801	Wed	5:00pm - 6:50pm	CB 1.202	Md. Abu Helal	mxh153130
20445	math2414.802	Wed	5:00pm - 6:50pm	CB 1.206	Sajith de Silva	grd160230
20629	math2414.803	Wed	5:00pm - 6:50pm	CB 1.210	Jiaju Wu	jxw151230
20630	math2414.804	Wed	5:00pm - 6:50pm	CB3 1.304	Faisal Ahmed	fxa170930

To contact your TA, e-mail them using their net ID followed by "@utdallas.edu".
During problem section, the TA will:

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

Learning mathematics is a time consuming endeavor which provides rich rewards. Like learning a new language, the more time you spend with mathematics the better your comprehension. It is expected that a typical student will spend 3 hours studying outside of class for every hour inside class. Thus, in **MATH 2414**, one should expect to spend at least **9-12** hours studying each week. You will be assigned homework and practice problems that are consistent with this number of hours.

Course Description

Continuation of Math 2413. Course covers topics in integral calculus, sequences and series. Topics include techniques of integration, improper integrals, and applications. Polar coordinates, parametric equations, and arc length. Infinite sequences and series, tests for convergence, power series, radius of convergence and Taylor series. Three lecture hours and two discussion hours a week; registration in a problem section as well as the exam section is required with Math 2414. 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. Cannot be used to replace Math 2419.

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 variables introduced and provide an appropriate function or formula relating those variables.
 - (2) Students will be able to develop solutions to mathematical problems at the level appropriate to each course.
 - The student will evaluate an indefinite or definite integral of a continuous function.
 - Students will determine the convergence or divergence of an improper integral, infinite sequence, or infinite series.
 - (3) Students will be able to describe or demonstrate mathematical solutions either numerically or graphically.
 - Students will provide numerical results in a prescribed manner, as a percent, an interval, or within a specified error bound.
-

Required Textbooks, Materials and Additional Resources

- **Text:** Printed version: *Calculus, Early Transcendentals*, 8th Edition, by James Stewart.
Options: 1) Access code to Enhanced WebAssign (contains digital copy of the text.)
ISBN: [9781285858265](#)
 - 2) Loose leaf copy of the text bundled with Enhanced WebAssign access code
ISBN: [9781305616691](#)
 - 3) Hardbound text bundled with Enhanced WebAssign access code
ISBN: [9781305597624](#)
- **eLearning:** <http://elearning.utdallas.edu> You must enter your NETID username and password to logon to eLearning. You will need to access the course **MATH 2414 701: INTEGRAL CALCULUS – S20**. Here, you will find the syllabus, problem sets, handouts, etc., as well as a record of your grades, and access to WebAssign (details below) Any messages/e-mails concerning the class will also appear on eLearning. To send an email via eLearning, just click the Mail link/icon, click Compose Message, click Browse, and select the name.
- **Solutions manual:** The Student Solutions Manual is recommended.
- **Peer Lead Team Learning (PLTL):** PLTL is an academic support program sponsored by the Student Success Center. PLTL provides a learning experience for students who meet in small groups once a week with a Peer Leader who helps guide them through problems related to this course. PLTL sessions meet once a week for 1 1/2 hours with a group of up to eight students and one leader. You should be receiving an email explaining how to apply.
- **Calculators:** On very rare occasions, a scientific calculator is needed. Graphing calculators, programmable calculators, calculators with non-numeric displays, or any calculators that perform calculus operations are NOT ALLOWED on quizzes or exams.
- **Math Lab - Student Success Center:** located at MC 3.606 (phone: 972-883-6707, website: <http://www.utdallas.edu/studentssuccess/mathlab/index.html>), M-R: 10:00a – 7:00p, F and S: 10:00a – 4:00p. Provides free walk-in tutoring for students. You can also call to make an appointment.

Homework Assignments

There will be about 14 digital homework sets (DHWs) and about 5 handwritten homework sets (GHWs). **Each week, the DHWs will be assigned on WebAssign. These assignments will be posted each Monday morning and will be due by 11:59pm the following Monday. (See schedule for due dates.) GHWs will be posted in pdf form (with instructions at the top) on eLearning. You will be notified later in class and/or by email when these assignments will be posted and due. (The tentative GHW schedule is below.)**

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 transferred to eLearning – there will be NO late homework.

To gain access to WebAssign

1. Log into elearning, and select MATH 2414 701: INTEGRAL CALCULUS – S20
2. Click the link on the eLearning course homepage entitled “Access WebAssign.”
3. You may be asked to set up an account at this point. This is for Cengage Unlimited registration, which is completely optional (details are provided in eLearning). In any case, set up this account.
4. At this point,
 - A) if you already have a UTD WebAssign account with the text for this course, you should have access to WebAssign course MATH 2414 701: INTEGRAL CALCULUS – S20.
 - B) if you do not already have a UTD WebAssign account with the text for this course, you will have 3 options to register.
 - 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.

Once you have registered, you should now have access to the WebAssign course MATH 2414 701: INTEGRAL CALCULUS – S20. Upon subsequent returns, you should only need to repeat steps 1-2.

Academic Calendar

Please double-check these withdrawal dates on www.utdallas.edu:

1/13 - 1/29	Students may withdraw from a class without record.
1/30 - 3/26	Students may withdraw from a class with signatures and receive a W.
3/26 – EOT	Students may withdraw from a class for non-academic reasons only.

Grade Policy

The course grade is determined from the following:

Weights:	10%	DHWs scaled to 100%
	10%	GHWs scaled to 100%
	15%	Quizzes scaled to 100%
	40%	Exam 1 and Exam 2, combined
	25%	Final Exam

Grade Scale	[96.5,100].....A+	[92.5,96.5).....A	[89.5,92.5).....A-
	[86.5,89.5).....B+	[82.5,86.5).....B	[79.5,82.5).....B-
	[76.5,79.5).....C+	[72.5,76.5).....C	[69.5,72.5).....C-
	[66.5,69.5).....D+	[62.5,66.5).....D	[59.5,62.5).....D-
	[0,59.5).....F		

- Homework will constitute 20% of your course grade. There will be around 17 digital homework sets (DHWs) and about 5 handwritten homework sets (GHWs). The lowest 2 scores of the DHWs (**except the last DHW**) will be dropped and the lowest single score of the GHWs (**except the last GHW**) will be dropped. The average of the remaining DHW scores will constitute 10% of the course grade, and the average of the remaining GHW scores constitute 10% of the course grade. **Again, the last DHW and the last GHW CANNOT be dropped.**
- Quizzes will constitute 15% of your course grade. There will be around 12 quizzes. The lowest 2 scores will be dropped (**except the last quiz**), and the remaining scores will be scaled to 100%. Each quiz will be administered during the problem section and will be returned to you at the next meeting of your problem section. **Again, the last quiz CANNOT be dropped.**
- Major exams constitute 40% of your course grade. The lower of the 2 major exam grades will constitute 15% of the course grade; the greater will constitute 25%. You will be notified in class of any change in time or venue prior to the date of the exam. Graded exams will be returned during problem section.

Exam 1: Feb. 21, 2020, 7:00-8:15pm, Venue: TBA
Exam 2: April 3, 2020, 7:00-8:15pm, Venue: TBA

- Final exam - is not optional, is comprehensive, and constitutes 25% of your course grade. Final exams are not returned to the student but are held for review for one year.

Final Exam: Saturday, May 2, 5pm - 7:45pm

Schedule (subject to change)

Wk	Mon		Wed		Fri		Prob Sec
1	1/13	Introduction, Syllabus, Sec 12.1	1/15	Sec. 12.1/12.2	1/17	Sec. 12.2	Review
2	1/20	MLK Day DHW1 due 11:59p	1/22	Sec. 7.1	1/24	Sec. 7.1/7.2	Qz 1
3	1/27	Sec. 7.2 DHW2 due 11:59p	1/29	Sec. 7.3	1/31	Sec: 7.3/7.4	Qz 2
4	2/3	Sec. 7.4 DHW3 due 11:59p	2/5	Sec. 7.5	2/7	Sec. 7.8 GHW1 posted	Qz 3
5	2/10	Sec. 7.8/8.1 DHW4 due 11:59p	2/12	Sec. 8.1	2/14	Sec. 8.2	Qz 4
6	2/17	Sec. 9.1 DHW5 due 11:59p	2/19	Sec. 9.2/9.3 GHW2 posted	2/21	Sec. TBD Exam1 7:00-8:15p Venue TBA	Review
7	2/24	Sec. 9.3 DHW6 due 11:59p	2/26	Sec. 9.4	2/28	Sec. 9.6	Qz 5 GHW1 due
8	3/2	Sec.10.1 DHW7 due 11:59p GHW3 posted	3/4	Sec. 10.1/10.2	3/6	Sec. 10.2	Qz 6 GHW2 due
9	3/9	Sec. 10.3 DHW8 due 11:59p	3/11	Sec. 10.3/10.4	3/13	Sec.10.4	Qz 7
10	3/16	SPRING	3/18	BREAK	3/20	HOLIDAY	
11	3/23	EXTENDED	3/25	SPRING	3/27	BREAK	
12	3/30	Sec. 10.4/11.1 DHW9 due 11:59p GHW4 posted	4/1	Sec. 11.1	4/3	Sec. 11.2 DHW10 due 11:59p GHW 3 due 11:59p	Qz 8
13	4/6	11.3 DHW11 due 11:59p	4/8	Sec. 11.4	4/10	Exam2 7:00-8:15p DHW12 due 11:59p	Review
14	4/13	Sec. 11.5 DHW13 due 11:59p GHW 5 posted	4/15	Sec. 11.6	4/17	Sec. 11.7 DHW14 due 11:59p GHW 4 due 11:59p	Qz 9
15	4/20	Sec. 11.8 DHW15 due 11:59p	4/22	Sec. 11.8	4/24	Sec. 11.9 DHW16 due 11:59p	Qz10
16	4/27	Sec. 11.10 DHW17 due 11:59pm	4/29	Sec. 11.10 GHW 5 due 11:59p	5/1	Reading Day DHW18 (practice)	
Final Exam: Saturday, May 2, 5pm - 7:45pm							

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:

- Entering the classroom late - be as punctual as possible.
- Leaving the classroom before break or before the end of lecture.
- Cell phones, ringers, buzzers, beepers, alarms, blackberries - 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 homework assignments.
- (c) There will be no make-up exams unless the circumstances are extraordinary.
- (d) Exams and quizzes are closed book, without notes, and without graphing calculators.
- (e) **SHOW ALL WORK** on quizzes and exams. Unsupported answers are considered miracles and, however inspirational, 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.

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 associates/assistants and graduate/research assistants are required by UT Dallas policy to report information about sexual misconduct to the UT Dallas Title IX Coordinator. Per university policy, Sexual Misconduct Policy - [UTDBP3102](#), 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 (972-883-2575 or the 24/7 Crisis Hotline at 972-UTD-TALK or 972-883-8255), the, a health care provider in the Student Health Center (972-883-2747), a clergyperson (or other legally recognized religious advisor) of their choice, or an off-campus resource (e.g., rape crisis center, doctor, psychologist). Students who are sexually assaulted, harassed, or are 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 972-883-5202. Additional information and resources may be found at <https://www.utdallas.edu/institutional-initiatives/title-ix/resources/>.

Technical Support

If you experience any issues with your UT Dallas account, contact the UT Dallas Office of Information Technology Help Desk via e-mail at assist@utdallas.edu or via telephone at 972-883-2911.

UT Dallas provides eLearning technical support 24 hours a day, 7 days a week. The services include a toll-free telephone number for immediate assistance (1-866-588-3192), email request service at elearning@utdallas.edu, and an online chat service. Please use this link to access the UTD eLearning Helpdesk: <https://ets.utdallas.edu/elearning/helpdesk>.

Field Trip Policies, Off-Campus Instruction and Course Activities

Off-campus, out-of-state, foreign instruction/travel, and course-related field trip activities are subject to state law and university policies and procedures regarding travel and risk-related activities.

Detailed information regarding this policy, in accordance to *Texas Education Code*, Section 51.950, can be accessed through the UT Dallas Policy Navigator, <https://policy.utdallas.edu/utdbp3023>, and at <https://www.utdallas.edu/ehs/rm/insurance/travel-related-risk/>. Additional information is available from the office of the school dean.

Student Conduct and Discipline

The University of Texas System ([Regents' Rule 50101](#)) and UT 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 Student Complaints Resources in the online UT Dallas

Undergraduate Catalog, <https://catalog.utdallas.edu/now/undergraduate/resources/student-complaints> and the Graduate Catalog, <https://catalog.utdallas.edu/now/graduate/resources/student-complaints>.

UT Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the Student Code of Conduct, UTDSP5003 (<https://policy.utdallas.edu/utdsp5003>). Copies of these rules and regulations are available to students in the Office of Community Standards and Conduct, where staff members are available to assist students in interpreting the rules and regulations (SSB 4.400, 972-883-6391) and online at <https://www.utdallas.edu/conduct/>.

A student at the University neither loses their 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 its standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

Social Media Use

The Student Code of Conduct includes behaviors conducted via any digital platform. Students may not use any digital platform to seek or provide unauthorized assistance for any assignment done for academic credit. Students may not use any digital platform to impersonate or represent any person other than themselves. Please consult with your instructor regarding authorized assistance.

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 demonstrates a high standard of individual honor in his or her scholastic work. See <https://www.utdallas.edu/conduct/integrity/>.

Academic Dishonesty: Academic dishonesty can occur in relation to any type of work submitted for academic credit or as a requirement for a class. It can include individual work or a group project. Academic dishonesty includes plagiarism, cheating, fabrication, and collaboration/collusion. In order to avoid academic dishonesty, it is important for students to fully understand the expectations of their professors. This is best accomplished through asking clarifying questions if an individual does not completely understand the requirements of an assignment.

Additional information related to academic dishonesty and tips on how to avoid dishonesty may be found here: <https://www.utdallas.edu/conduct/dishonesty/>.

Copyright Notice

It is the policy of UT Dallas to adhere to the requirements of the United States Copyright Law of 1976, as amended, (*Title 17, United States Code*), including ensuring that the restrictions that apply to the reproduction of software are adhered to and that the bounds of copying permissible under the fair use doctrine are not exceeded. Copying, displaying, reproducing, or distributing copyrighted material may infringe upon the copyright owner's rights. Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject students to appropriate disciplinary action as well as civil and criminal penalties. Usage of such material is only appropriate when that usage constitutes "fair use" under the Copyright Act. For more information about the fair use exemption, see <https://guides.lib.utexas.edu/fairuse/home>. As a UT Dallas student, you are required to follow UT Dallas' copyright policy (UTDPP1043 at <https://policy.utdallas.edu/utdpp1043>) and the UT System's policy, UTS107 at <https://www.utsystem.edu/board-of-regents/policy-library/policies/uts107-use-copyrighted-materials>.

Email Use

UT 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. All official student email correspondence will be sent only to a student's UT Dallas email address and UT Dallas will only consider email requests originating from an official UT Dallas student email account. This allows the University to maintain a high degree of confidence in the identity of each individual corresponding via email and the security of the transmitted information. UT Dallas furnishes each student with a free email account that is to be used in all communication with university personnel. The Office of Information Technology provides a method for students

to have their UT Dallas mail forwarded to other email accounts. To activate a student UT Dallas computer account and forward email to another account, go to <https://www.utdallas.edu/oit/netid/self-service>.

Class Attendance

Regular and punctual class attendance is expected. Students who fail to attend class regularly are inviting scholastic difficulty. Absences may lower a student's grade where class attendance and class participation are deemed essential by the instructor. In some courses, instructors may have special attendance requirements; these should be made known to students during the first week of classes.

Withdrawal from Class

The administration at UT Dallas has established deadlines for withdrawal from any course. These dates and times are published in the Comet Calendar (<http://www.utdallas.edu/calendar>) and in the Academic Calendar (<http://www.utdallas.edu/academiccalendar>). It is the student's responsibility to handle withdrawal requirements from any class. In other words, a professor or another instructor cannot drop or withdraw any student unless there is an administrative drop such as the following:

- Not meeting the prerequisites for a specific course
- Not satisfying the academic probationary requirements, resulting in suspension
- An Office of Community Standards and Conduct request
- Not making appropriate tuition and fee payments
- Enrollment is in violation of academic policy
- Not admitted for the term in which they registered

It is the student's responsibility to complete and submit the appropriate forms to the Registrar's Office and ensure that he or she will not receive a final grade of "F" in a course if he or she chooses not to attend the class after being enrolled.

Student Grievance Procedures

Procedures for student grievances are found in university policy UTDSP5005 (<https://policy.utdallas.edu/utdsp5005>). In attempting to resolve any student grievance regarding disputes over grades, application of degree plan, graduation/degree program requirements, and thesis/and dissertation committee, adviser actions and/or decisions, evaluations, and/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 originated.

Incomplete Grade Policy

As per university policy, incomplete grades may be given at the discretion of the instructor of record for a course, when a student has completed at least 70% of the required course material but cannot complete all requirements by the end of the semester. An incomplete course grade (grade of 'I') must be completed within the time period specified by the instructor, not to exceed eight (8) weeks from the first day of the subsequent long semester. Upon completion of the required work, the grade of 'I' may be converted into a letter grade (A through F). If the grade of Incomplete is not removed by the end of the specified period, it will automatically be changed to a grade of F. The incomplete grade policy is included in the online UT Dallas Undergraduate Catalog, <https://catalog.utdallas.edu/now/undergraduate/policies/academic#incomplete-grades> and the Graduate Catalog, <https://catalog.utdallas.edu/now/graduate/policies/grades#grade-of-i-incomplete>.

Accommodations for Students with Disabilities

It is the policy and practice of UT Dallas to make reasonable accommodations for students with properly documented disabilities. If you are a student with a disability and believe you will need academic accommodations for this class, you are encouraged to register with the Office of Student AccessAbility (OSA). Some aspects of the course, the assignments, the in-class activities, and the way the course is typically taught may be accommodated to facilitate your participation and progress. OSA will assist you in determining academic accommodations that are appropriate for your situation. Any information you provide is private and confidential and will be treated as such. To avoid any delay,

please contact OSA as soon as possible. Please note that accommodations are not retroactive and disability accommodations cannot be provided until an OSA Letter of Accommodation has been given to the instructor. Students who have questions about receiving accommodations, or those who have, or think they may have, a disability (mobility, sensory, health, psychological, learning, etc.) are invited to contact OSA for a confidential discussion. OSA is located in the Student Services Building, AD 2.224 They can be reached by phone at 972-883-2098, or by email at studentaccess@utdallas.edu.

Religious Holy Days

UT Dallas will excuse a student from class or other required activities, including examinations and travel time for the observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, of the *Texas Tax Code*.

Students are encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment.

Excused students will be allowed to take missed exams or complete assignments 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 President of UT Dallas or from the President's designee. The chief executive officer or designee must take into account the legislative intent of *Texas Education Code* 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.

This information is also included in the online UT Dallas Undergraduate Catalog, <https://catalog.utdallas.edu/now/undergraduate/policies/religious-holy-days>, and the Graduate Catalog, <https://catalog.utdallas.edu/now/graduate/policies/religious-holy-days>.

Making a False Alarm or Report Involving a Public or Private Institution of a Higher Education

Making a false threat at any Texas higher education institution is considered a **State Jail Felony**, not a Class A misdemeanor, according to a law passed by the Texas Legislature.

This legislation was enacted in response to several threats in past years at several universities across the U.S. that disrupted classes and prompted evacuation of campus property, even though the reports turned out to be a hoax.

This law relates to the offense of making or causing a false alarm or report involving a public or private institution of higher education. A person commits an offense under Section 42.06, *Texas Penal Code*, if he or she knowingly initiates, communicates or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he or she knows is false or baseless and that would ordinarily:

1. Cause action by an official or volunteer agency organized to deal with emergencies;
2. Place a person in fear of imminent serious bodily injury; or
3. Prevent or interrupt the occupation of a building, room, place of assembly, place to which the public has access, or aircraft, automobile, or other mode of conveyance.

An individual adjudged guilty of a state jail felony shall be punished by confinement in a state jail for any term of not more than two years or less than 180 days and, in addition to confinement, may be punished by a fine not to exceed \$10,000.

UT Dallas students should be aware that the State of Texas takes these threats seriously, and the legal consequences, which are severe, go beyond anything that the University's disciplinary committee can address.

This information is also included in the online UT Dallas Undergraduate Catalog, <https://catalog.utdallas.edu/now/undergraduate/policies/false-alarms> and in the Graduate Catalog, <https://catalog.utdallas.edu/now/graduate/policies/false-alarms>.

Interactive Campus Map – Locate Severe Weather Shelters, Elevators, and Bathrooms

The interactive campus map (<http://www.utdallas.edu/maps/>) allows users to search for severe weather shelter areas in each building. On the map, click on a building and select "Storm Shelters" from the "Find" drop-down menu. Remember, a severe weather shelter area is usually any interior room without windows, such as a restroom, hallway, conference room, or office. Try to find shelter on the lowest floor of the building and stay away from large auditoriums or gyms. Users can also use the same map to locate elevators and bathrooms.

Resources to Help You Succeed

All Students

The [Comet Cupboard](#) is a UT Dallas food pantry initiative dedicated to helping students in need. The Comet Cupboard is located in MC 1.604, on the first floor of the McDermott Library, and can be contacted by calling 972-883-2709.

[Comet Cents](#) provides financial literacy to students with the peer-to-peer model. This money management center provides one-on-one appointments and workshops throughout the semester. Comet Cents works to help students improve their financial situation with topics such budgeting, credit card debit, investing and other personal finance areas.

[Intercultural Programs](#) provides a host of transition programs for international students and intercultural competency trainings for all students. They are located in SSB 3.6, on the third floor of the Student Services Building. Their phone number is 972-883-7430.

The [Student Counseling Center](#) offers confidential services to students either for individual appointments or as part of groups. Initial appointments must be made in person in the Student Counseling Center, which is located in SSB 4.600, on the fourth floor of the Student Services Building. Their main number is 972-883-2575 and the 24/7 Crisis Hotline is 972-883-8255 (972-UTD-TALK).

The [Testing Center](#), run by the Education Technology Services, offers a 300-seat computer lab, providing UT Dallas students access to a comfortable and secure test environment for online/paper exams, quizzes, instructional testing, and assessments. The Testing Center is located in Room 11.175, the first floor of the Synergy Park North 2 (SP2) building and can be contacted by calling 972-883-5497 or 972-883-6735. See <https://ets.utdallas.edu/testing-center>.

If you experience issues taking an exam in eLearning, please contact the UTD eLearning Helpdesk: <https://ets.utdallas.edu/elearning/helpdesk>.

Undergraduate Students

Student Success Center

The [Student Success Center \(SSC\)](#) offers assistance to students in the areas of writing, mathematics, communication, multiple science fields, study skills, and other academic disciplines. These services are available through individual appointments, small group appointments, drop-in labs, workshops, and weekly reviews. All undergraduate students enrolled at UT Dallas are eligible to participate in these services. Not all courses will be supported by all services. Please check the website at the beginning of each semester to find out which courses are supported by which services.

The SSC is divided into six units and undergraduate students are able to use as fits their course needs each semester. All services are free of charge.

In **Academic Success Coaching (ASC)**, students can receive help with time management, goal setting, test preparation, and various other study techniques and strategies. Student coaches offer one-on-one appointments and workshops throughout the semester.

The **Communication Lab (CommLab)** offers one-on-one and group appointments where students can gain practical feedback for improving oral and group presentations.

The **Peer-Led Team Learning (PLTL)** program provides an active, engaged learning experience for students enrolled in potentially difficult gateway courses. Students who register with PLTL will meet in small groups once a week and are expected to attend every session. Students who regularly attend sessions typically earn a half to a whole letter grade higher than students who do not participate in the PLTL program.

Peer Tutoring (PT) offers math and science tutoring assistance for many of the historically challenging undergraduate courses at UT Dallas. The sessions are designed to address students' individual questions and needs; however, the tutors do not provide answers for homework, quizzes, or exams. Peer Tutoring services include drop-in tutoring for most 1000 and 2000 level courses, one-on-one appointments for a limited number of 3000 and 4000 level courses, and weekly reviews the timings of which vary by semester.

Supplemental Instruction (SI) provides peer-facilitated weekly study sessions for students taking historically difficult courses. SI sessions encourage active, collaborative learning based on critical thinking and transferable study skills. SI Leaders attend lectures and take notes, just like the enrolled students. Students should check the SSC website for supported subjects and session times.

The **Writing Center (WC)** is a collaborative learning environment for students interested in developing stronger writing skills. One-on-one appointments are offered, as are weekly workshops. Scheduling an appointment is strongly recommended, but drop-in hours are also available.

The Student Success Center's main office is located in the McDermott Library Building on the first floor, MC 1.302, and can be contacted by calling 972-883-6707 or by sending an email to ssc@utdallas.edu.

Graduate Students

The [Center for Teaching and Learning](#) supports graduate students, especially teaching assistants through teaching certificates, workshops on pedagogy, and reading groups on emerging educational issues. They are located in MC 2.402, on the first floor of the McDermott Library. The Center's phone number is 972-883-2247.

The [Office of Graduate Education Fellowship Office](#) offers workshops on fellowship and grant writing, including a Grant Writing Certificate program. Students applying for external funding can schedule appointments to find funding and to develop their applications. The Fellowship Office is located in FA 3.104, on the second floor of the Founders Annex. The office's phone number is 972-883-4568.

The [Office of Graduate Education Writing Services](#) offers workshops on writing as well as one-on-one appointments, writing groups, and writing retreats to help graduate students improve their writing skills. The Writing Services Office is located in FA 3.104, on the second floor of the Founders Annex. Appointments can be made via email at hickmann@utdallas.edu.

University Resources

Additional university resources, "Resources for Study and Campus Life" are listed in the online Undergraduate Catalog, <https://catalog.utdallas.edu/now/undergraduate/resources/index> and the Graduate Catalog, <https://catalog.utdallas.edu/now/graduate/resources/index>.

*Content of this document was last modified by the Provost's Office, 2019-12-03
Webpage updated by the Provost's Technology Group, 2019-12-04*