Syllabus
Math 1070Q (H72) – Fall 2021

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Office Hours: By appointment only

Topics Covered

The class will cover sections 1.1 -1.4, 2.1, 2.2, 3.1-3.3, 4.1-4.7, 5.1-5.4, 6.1-6.4, and F1-F4 from the book Applied Finite Mathematics by *Edmond C. Tomistik & Janice L. Epstein*. Please see the "Class Schedule" for a list of sections for the approximate week these sections will be covered.

Grading

Grades

Final grades are based on your performance at the end of the term according to the grade breakdown on each item as outlined below. Final grades will be assigned using the standard grading scheme (i.e. with no curve) but this is subject to change at any time. Any curve or other grade changes will be announced in class or on HuskyCT.

Grade Breakdown

Below is the planned grade breakdown for the term.

WebAssign Homework	10%
WebAssign Quizzes	10%
Exams I – III	15% each
Final Exam	35%

The grade breakdown may be changed or altered at anytime during the term.

Coursework

Most of the coursework for this class will be submitted electronically either on WebAssign (homework and quizzes) or on HuskyCT (exams). The only exception to this is the final exam which will be given in person.

WebAssign Homework

WebAssign homework will be assigned on WebAssign through HuskyCT and will be **due Mondays at 9:00AM and Wednesdays at 9:00AM**. Each assignment will be posted at least a week before it is due, so you should have enough time to complete it. Most problems will have a limit of five submissions to prevent random guessing. No extra submissions will be given. You are free to work together on homework; however, each person is responsible for their own work.

Please be careful when submitting your answers on WebAssign. Only the last submission for a problem will be graded even if a previous submission is marked correct. There are no exceptions to this rule. Some questions have multiple parts and if you answered one part correctly and the answer is altered, even if done accidentally, the question will be marked incorrect.

WebAssign Quizzes

WebAssign quizzes will be assigned on WebAssign through HuskyCT and will be **due Thursdays at 9:00AM**. Each quiz will be posted 24 hours before it is due. Once the quiz is posted you may take it at any time before the due date.

Quizzes will be timed. The amount of time given fore each quiz will vary, but most will be between 10 and 30 minutes.

Quizzes will have 1 to 3 questions. There will usually be one question per section that the quiz covers.

You will only have one submission per question. Therefore it is important that you double check your answer before submitting it. Once you submit it you will not have any more attempts on the question.

You may not work together on quizzes though you may use your notes, the official textbook, or HuskyCT.

Exams

The exams will be posted on the following dates and will cover the indicated sections:

Exam	Date Posted	Topics
Exam I	Friday, October 1	Sections 1.1 – 1.4, 2.1, 2.2
Exam II	Friday, October 22	Sections 3.1 – 4.4
Exam III	Friday, November 12	Sections 4.5 – 4.7, 5.1 – 5.4
Final Exam	TBA	Cumulative

Exams will be taken online in HuskyCT (not WebAssign). The exams will be **posted on the dates indicated in the table at 9:00AM**. Once posted you make take them at any time but must be **submitted before the following Monday at 9:00AM.** That is you will have the entire weekend to take the exam.

Exams will be timed. Each exam will be 75 minutes long.

The number of questions for each exam will vary but most will be between 5 and 12 questions.

Each question on the exam will be shown one at a time. Once you submit your answer you will move on to the next question however, you will not be able to go back. You will only have one submission per question.

Once you have completed the exam, you will be required to **scan and upload your written work to HuskyCT**. You will have 15 minutes after completing the exam to scan and upload your work to HuskyCT. You will also be required to upload a copy of your photo ID.

You may not work together on exams though you may use your notes, the official textbook, or HuskyCT.

Final Exam

The final exam will be two hours long and will be given in person in a classroom on campus. The classroom, date, and time will be announced by the university at some point during the term.

The final will be cumulative. Please see the class schedule for a complete list of topics covered.

The exam date and time cannot be moved unless you are given special permission to do so. Please see "Bunched Final Exam" below.

The final exam will be closed book and closed note.

Scores and Grading

Raw scores for every assignment will be recorded on HuskyCT. You should be able to access your marked up exams there as well once they are graded.

Your final grade will not be computed until after the final exam is scored. If you would like to have a general idea of your grade in the class before then, you will need to compute your score yourself. Please be sure to use the above weighting as indicated in this syllabus.

Grades will be posted sometime before the Wednesday after finals week.

Errors

If there is an error or your score is not recorded correctly, please email the instructor the issue and he will gladly fix it. All errors must be corrected before the last day of class. After this date no scores will be changed.

Disputes with Final Grades

Great care is taken when determining final grades. Because of this, final grades will only be changed in limited circumstance such as if there is a computational or clerical error. No retroactive grade changes will be given.

Midterm Grade Reports

Instructors of 1000 and 2000-level courses notify the Registrar by the end of the sixth week of the semester of students who appear to be in danger of earning D, F, U or N grades. The Registrar alerts the students, their advisors, and others, such as the First Year Programs Office, as appropriate, via the University's e-mail system. These reports are not part of the permanent record. They are designed to be of diagnostic aid to the student. If a student is doing unsatisfactory work, the full responsibility for improvement is left to the student. The student is strongly advised, however, to confer with his or her advisor, with the instructors concerned, and with others qualified to assist him or her in improving his or her standing in the University. At the end of each semester, students may view their grades on the Student Administration System.

Extra Credit

There is absolutely no extra credit given in this class. There are no exceptions, please do not ask.

Required Materials

Textbook

There textbook for the course is

Applied Finite Mathematics by *Edmond C. Tomistik & Janice L. Epstein*

Please note that you do not need to purchase a physical copy of the textbook. A digital copy is ok and is included in WebAssign.

WebAssign

We will be using WebAssign for online homework throughout the semester. You must access WebAssign through HuskyCT. If you try to access it through WebAssign directly, you may encounter an error.

The first two weeks of class are a grace period for WebAssign. During this period you will have free access to WebAssign through HuskyCT. After this two week period ends, you must purchase WebAssign in order to complete future assignments. To be very clear, if you have not purchased WebAssign access by the end of two weeks, you will be cut off and will not be able to complete any future assignments until you do purchase WebAssign Access. Any assignments you completed before access was cut off will remain unaffected. Once you do purchase a WebAssign code, your access will be restored and you will be able to complete all future assignments. Please note however that any missed assignments before you restored WebAssign access will not be extended.

There is no class code for this course and if you are asked for one, please login through HuskyCT. Also note that you should use the Chrome or Firefox browser.

Since WebAssign is run by a third party if you have any difficulties with it, please direct all your inquiries to them.

Scanning Device or Smart Phone

This class will require you to scan and submit a PDF of your work for some assignments. Therefore you will need to have some device that will allow you to scan and upload your work as a PDF to HuskyCT. If you have a scanner, a computer tablet, iPad, or other device that will do this, please feel free to use those devices. If you do not have one of those devices, that is fine, **you may use a smart phone to scan your work.** There are a number of apps (free and paid) that are available to download that will allow you to scan your work and create a PDF.

Calculator

You will need to use either a scientific, graphing, or financial calculator for this class. Please note though that you will still need to show your work. Saying that you "found the answer on the calculator" will not be enough.

Class Policies

Extensions

Extensions are available for most assignments in the class.

WebAssign Extensions

You may request a one week extension for each WebAssign homework and quiz. The extension will allow you one extra week after the assignment is due – not from the day you request the extension. You will not be able to request an extension in WebAssign if it is more than 7 days after the due date. Please note that these extensions are automatic and do not need any reason to be granted. All you need to do is request it in WebAssign.

Requesting an Extension in WebAssign

First note that extensions for WebAssign must be made **after the original due date.** You will not be able to request an extension before the due date. If you try to request an extension before the due date you may receive an error.

Once the due date has passed to request an extension log in WebAssign and go to class page. Then go to "My Assignments" and select "Past Assignments". You should see a list of all the past due assignments. Below each assignment there should be a link that says "Request an Extension." Use this link for the assignment you want to request an extension for. Then select automatic request and send it. If you request the extension within 7 days of the due date it should be automatically granted.

DO NOT CLICK ON THE ASSIGNMENT IF YOU ARE TRYING TO REQUEST AN EXTENSION. Instead click on the "Request an Extension" link below it. Clicking on the assignment – even if done accidentally – will open the assignment. If the assignment is timed, such as for a quiz, the timer will start and there is no way to stop it.

Once an extension has been approved you may click on the assignment to complete it. Please note that requesting an extension does not give you any extra attempts nor does it give you extra time on a quiz.

Also, you should be able to make your request in WebAssign and therefore do not need to contact the instructor.

Exam Extensions

You may request a one week extension for all exams without penalty. The extension is only for one week after the assignment is due – not from the day you request the extension.

Requesting an Extension for an Exam

First note that extensions for exams must be made **before the original due date.** If you try to request an extension after the due date an extension may not be granted.

To request an extension please email the instructor at andrew.jaramillo@uconn.edu. As long as you contact the instructor before the due date of the exam, your extension will be approved. You do not need to give any reason for this one week extension. You should receive email confirmation from the instructor acknowledging your extension.

Please note that an extension does not grant extra time on the exam, it just gives you more time before you must start the exam.

This policy does not apply to the final exam.

Final Exam Extensions

There are no extensions for the final exam. If you have a bunched final you may request to reschedule the middle exam through student services. Please see below for more information.

Longer Extensions

If you would like to request a longer extension, you will need to contact the instructor at andrew.jaramillo@uconn.edu. Extensions longer than one week will only be granted for extenuating circumstances. Longer extensions are determined on a case-by-case basis and may or may not be granted.

Last Day to Submit Work

All work must be submitted by 5:00PM on the last day of classes. Any work submitted after this date may not be accepted.

Please note, that if you request an automatic extension in WebAssign and it grants you time after this due date, it may not be accepted if submitted after the above deadline.

Visitors

Only students enrolled in the class (or attempting to enroll in the class during the first two weeks) may attend class. If you are not enrolled, you may be asked to leave. Also, please no animals unless it is a service animal.

Canceled Classes

If class is canceled (for inclement weather or other emergency for instance) you will be notified either by the instructor and/or by the university as early as possible.

If class is canceled, any assignments will keep their original due dates. If you cannot complete the assignment (if you lose power for example) once the situation has improved, you can request an extension (see the extension policy above).

Canceled Final

If the final exam is canceled, you will be notified by the university as early as possible. Shortly after the cancellation is announced, a makeup date and time will also be scheduled. Please see the registrar's website for the date and time of such a makeup. The makeup date scheduled may be on a date or time outside of the normal finals period. (i.e. the Sunday or Monday after the usual last day of finals or even later.) If this happens you will be expected to attend the exam makeup on the scheduled date. You will not be able to reschedule a different day or time unless there is a extreme circumstance. Please note, that having other plans does not constitute an emergency circumstance. Failure to attend this makeup exam may result in an F on the exam.

Emergency Circumstances for the Final Exam

A student who is prevented by sickness or other unavoidable causes from completing a scheduled final exam must apply to the Dean of Students or designee for validation that will authorize the student's instructor to give a substitute assessment. A student whose absence is excused by the Dean of Students or designee shall have an opportunity to complete a substitute assessment without penalty. A student whose absence from a scheduled final assessment is not excused in this way shall not be allowed to take a makeup exam.

Missing the Final

If a student misses the final exam, and if a high grade on the final will result in a passing grade, the student will receive a temporary grade of X. In order for this grade to be replaced, the student will need to take a make up final exam sometime before the Friday of the third week of the next term. Please note that the earliest possible date for the makeup exam may not be until after the next term has started. **Therefore it may be several weeks after the end of the term until it is possible to schedule a makeup final exam.** It is the students responsibility to schedule a makeup date and time with the instructor. No reminder email or note will be sent to the student. If the student does not take a makeup exam before the Friday of the third week of the next term, the grade will automatically be replaced with an F.

Bunched Final Exams

A student whose schedule includes three final examinations in one calendar day or three final examinations in consecutive time blocks spanning parts of two consecutive days, or four examinations in two consecutive calendar days, may request a make-up examination in place of one of the three scheduled examinations. The Dean of Students Office will select one of the examinations for rescheduling and will notify the instructor. Please contact the Dean of Students Office or student advising for more information.

Please note, this policy only applies to the final exam and does not apply for Exam I or Exam II. Exam I and Exam II must be taken on the assigned dates.

Students with Disabilities

The Center for Students with Disabilities (CSD) at UConn provides accommodations and services for qualified students with disabilities. If you have a documented disability for which you wish to request academic accommodations and have not contacted the CSD, please do so as soon as possible.

Working with the CSD I am happy to make reasonable accommodations to any students with disabilities. Though you are under no obligation to do so, if you wish to discuss with me any special needs you may require, please feel free to speak with the instructor privately either via email or during office hours.

If your disability is not documented through the CSD, please contact them directly. Without documentation from this office no alternative accommodations are able to be provided.

Once CSD makes a determination about your accommodation the student and the instructor will be sent letters indicating what accommodations are approved. It is the responsibility of the student to discuss this letter with the instructor in order for these to be implemented. So for instance if the student is approved for extra time on quizzes, the student must discuss this with the instructor before hand for it to be implemented.

If your accommodation allows extra time on assignments, you must contact the instructor before you start the assignment to request the extra time. If you do not contact the instructor before you start the assignment, you may not receive the extra time. Once the assignment has been started there is no way to add more time and the student must complete it within originally allotted time.

Academic Integrity

All students are bound to follow the rules for the UConn Student Code, including the rules of academic integrity. All infractions will be reported to the Dean of Students and disciplinary action including expulsion

from the university may occur. In addition other sanctions may be implemented and can include, but are not limited to, a grade of 0 on the assignment, quiz or exam or a grade of F for the course.

Covid Precautions

Masks

Due to the ongoing pandemic and in the interest of public health, the university requires that masks be worn by all people while inside the Hartford Times Building. Therefore, **it is required that you wear a mask over your nose and mouth for the entire class.** Failure to comply with this request may result in you being asked to leave the class. Egregious or repeated violations may result in being barred from entering the classroom or referred to Community Standards for further disciplinary action.

Illness

If you have any symptoms for COVID or if you have been exposed to someone with COVID or if you have a positive COVID test, please **do not come to class.** Though I appreciate your intention to learn it is more important for you to stay home and recover and to not spread the disease further.

Please note that most assignments allow you to have a 7 day extension with no questions asked. Longer can also be given if you are ill or are caring for someone who is. Please be sure to use those extensions if you need.

Moving Online

If it becomes necessary to move the class online, the class will continue to meet at the usual time. I will set up a room on HuskyCT and will continue to lecture there. Moreover, assignments will keep their original due dates. If we are still not meeting in person for the final exam, the final will also be moved online.

*This document is subject to change at any time during the term. Last updated: October 8, 2021