Instructor: Emily Quinn
Office: North Hall 385
Phone: Office: 918-594-8122 Cell: 657-777-2365 *Can Call AND/OR Text!
Office Hours: TR 6PM to 7PM, or by appointment
e-mail: emily.quinn@okstate.edu (when emailing, please include "LA" in the subject line)
Online Classroom (D2L) Site: https://oc.okstate.edu (then log in and find our course)
Syllabus Attachment. OSU has compiled useful information that applies to all classes at
https://academicaffairs.okstate.edu
This website includes add/drop/withdrawal dates, university holidays, accommodations for students with disabilities, academic resources, and much more. You are responsible for reading this information and having any questions answered. **Please contact me privately during the first week of the course if you need accommodations as the result of a disability.**

Course Description.
From OSU catalog:
Prerequisite(s): MATH 2153. Algebra and geometry of finite-dimensional linear spaces, linear transformations, algebra of matrices, eigenvalues and eigenvectors.

From the instructor:
This is a three credit-hour mathematics class that goes quickly and is more abstract than calculus. You should expect to average six hours of work outside of class per week, more if you are struggling. It is very difficult to succeed at this level of mathematics without consistently spending that at least that much time reading the textbook, doing practice problems, and getting help.

Textbook: WebAssign contains the e-book *Linear Algebra: A Modern Introduction*, Fourth Edition, by David Poole. You do NOT need to purchase the (physical) textbook separately.

WebAssign Access (Required), Registration, Tech Support, and Self-Help Videos
Note: If you have previously taken this course at OSU (and used exactly the same textbook), you can use your previous WebAssign account without purchasing a new access code.

You should sign up for WebAssign right away using the same first/last names listed on your official OSU enrollment. For the username, it is recommended that you use your O-Key username. The institution is okstate. There is a 14-day grace period to enter the access code, *starting with the first day of the semester*.   Go to http://www.webassign.net to self-enroll.

To enroll in WebAssign, you need three things:

- WebAssign **Student Access Code** (purchased separately)
- Institution: **okstate**
- **Class Key**: okstate 7804 2391

If you need help getting started using WebAssign, there are videos available here:
https://www.cengage.com/services/product/ewa/general/student

For WebAssign Technical Support, go to:
http://support.cengage.com/victoriaweb/primarypage
or call toll free, 800-955-8275.

Other Required/Optional Material
- **Lecture notes**: These are available in the online classroom (Brightspace by D2L). Go to: online.okstate.edu and log in using your O-Key username and password. Find this course, and then go to the "Content" tab.
- You will be allowed one scientific calculator to use on exams (without the ability to do matrices). You may use graphing calculators on homework as a check, but don't use them as a substitute for conceptual understanding.

Course Evaluation. Course grades will be determined according to the following distribution.

WebAssign Homework (Average)	100 points
In-Class Quizzes (Average)	100 points
Exam 1	100 points
Exam 2	100 points
Exam 3	100 points
Final Exam	200 points

TOTAL	700 points

Earning a score of 90% guarantees an A for the semester, 80% a B, 70% a C, and 60% a D. I reserve the right to use discretion if you are on the borderline between two grades, taking into consideration performance on the final exam, improvement or decline during the semester, attendance, and my subjective judgment of your effort. I will give approximate grade averages after exams.

Exams. There will be three (3) 75-minute in-class examinations with a maximum possible score of 100 points each and a 200-point comprehensive Final Examination during Final's Week. **The date and time for the Final Examination will be announced once it is scheduled.** The time for the Final is <u>not negotiable</u> (except when the OSU Final Exam Overload Policy applies).

The dates for the exams are as follows and most likely will not change. Put them on your calendar now and plan ahead.

Exam 1: September 20
Exam 2: October 18
Exam 3: November 15 (the Thursday before Thanksgiving Break)

Attendance. Even though I believe that your active participation in this class is important to your success in it, there is no course attendance requirement. You will have an opportunity to earn course credit, however, through regular active participation in the class meetings that can contribute to improving your final course grade.

Here's how it works. You will be assigned an Attendance/Participation Score at the end of the semester. Attendance will be recorded during each class session. Your Attendance/Participation Score is based on 100 points maximum and will be determined by your total days absent from class. You must be fully participating in class to be considered present and determining "full participation" will be left to the discretion of the instructor. Here are some helpful things to remember about the attendance/participation score.

1. You must be present for the **entire** class session in order to be counted as present.
2. Because there is no class attendance requirement, **there are no "excused" absences for any reason**, including university-sponsored activities and illness.
3. The instructor has complete discretion in awarding attendance points. If you are sleeping during class, or are otherwise not participating in class (including texting, working on the computer, etc.), **you will be counted as absent**.
4. The attendance/participation score is optional and is meant to reward students for good attendance. A low class attendance score (due to excessive absences) will not lower your overall grade.
5. You will be given 100 attendance/participation points at the beginning of the semester. You will receive one "free" absence, with no points deducted. For each absence after that, you will have 5 points deducted from your attendance/participation score.
6. If you have no absences at all during the semester (present at every class meeting), 5 additional bonus points will be added to your attendance/participation score (in this instance, the total is 105).

Replacing an Exam. At the end of the semester, you may replace the lowest of the first three exam scores or one of the two final exam scores (if it is your lowest score), provided it improves your letter grade, with points awarded to you as follows:

(your lowest exam score + your attendance/participation score) ÷ 2 = the grade that replaces your lowest exam score

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Example: Sam's lowest exam score is 59 and he has 3 absences. Sam's points are calculated as follows:

Sam's lowest test score	59
Attendance/participation score	+90 (first absence is "free", so 100 - 5 · 2= 90)
	149

Since 149 ÷ 2 = 74.5, Sam's lowest exam score of 59 will be replaced with a score of 74.5.

WebAssign Homework. WebAssign is a website that will be used for online homework. It is due at 11:59PM, usually on a day your class meets. Each problem may be submitted up to 5 times. At the end of the semester, the total of all WebAssign homework points will be *scaled* to **100 points** (your *percentage correct* × 100), which is the maximum number of points that can be earned for the semester.

For questions about a homework problem, you can use the "Ask Your Teacher" feature in WebAssign, or you may bring questions to class to ask the instructor. Please **keep a copy of your written work**, since it is helpful in locating errors. Any correct answer submitted before the due date will receive full points. **Late homework will be accepted with a 25% penalty**, *up to 7 days after* the due date. *Request an extension* by clicking the button in WebAssign. The extension will be granted automatically. Each correct answer submitted after the due date, but by the end of the 7th day, will receive the 50% penalty.

In addition to WebAssign homework, I will assign supplemental homework questions from the textbook (these can be found via the e-textbook available through Webassign). While I expect you to do these problems, they will not be taken up for a grade. The answers to supplemental problems will be available in the e-textbook.

In-Class Quizzes. We will have 8 in-class quizzes. These quizzes will be given at the end of class. You may use your calculator on the quizzes, but no notes will be allowed. Each quiz will cover the sections outlined on the Course Calendar. Each quiz of this type will be worth an equal number of points, and I will drop your lowest quiz score. Quiz questions will resemble the supplemental homework problems in the textbook and the WebAssign problems. Questions for Make-Up Quizzes may come from other sources.

Quizzes and homework are designed both to help you master the material and also to help you learn to communicate mathematical ideas in a clear, rigorous manner. **You should expect to have to work hard to get some of the problems; you don't learn anything by doing problems identical to what I do in class.** Some homework questions will be very conceptual and require deep understanding of the material. Often, you may need to practice problems in addition to the assigned ones – *it is your responsibility to make sure you have done enough to be comfortable with the material.*

Conflicts. I will offer reasonable accommodation in the event that you miss a major assessment activity for a valid and documented reason, assuming documentation is provided **in advance unless absolutely impossible**. For a quiz or exam, you need to tell me as soon as you know you have a conflict – you will be ineligible for a make-up if you do not. I require **proof** of the reason for your absence (e.g., a doctor's note, proof of involvement in an OSU-sponsored activity, etc.), and you should **not** assume you will be eligible for a make-up exam or quiz unless I have explicitly approved your request.

Classroom Etiquette.
- Arrive on time. Remember that arriving late or leaving early **will** cost you your attendance points for the day.
- No loud or odorous food.
- No laptops, iPads, tablets, etc. Cell phones need to be **on silent** or turned off AND put away. If there is a serious need to leave your cell phone on or out, such as a family emergency, please notify me before class.

Drop and Withdrawal Policy. "Dropping" means withdrawing from a specific course while "withdrawal" means withdrawing from all courses and leaving the University for the balance of the term. The drop and withdrawal dates are noted on the syllabus attachment. IT IS YOUR RESPONSIBILITY TO KNOW AND COMPLY WITH ALL DEADLINES. Reasons similar to those listed below will NOT result in approval for dropping a course after the deadline (from OSU Policy 4.03):

   a. Student's lack of knowledge or misunderstanding of the deadline.
   b. Student waited to get the results of an exam or other assignment.
   c. Student's grades have declined since the deadline.
   d. Student doesn't need the course for graduation.
   e. Different deadlines existed at a previous school.

Incomplete Grade. Please refer to: https://registrar.okstate.edu/FAQ-Incomplete-Grade-Students

Academic Integrity. http://academicintegrity.okstate.edu
OSU is committed to maintaining the highest standards of integrity and ethical conduct. This level of ethical behavior and integrity will be maintained in this course. Participating in a behavior that violates academic integrity (e.g., unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, fabricating information, helping another person cheat, unauthorized advance access to examinations, altering or destroying the work of others, and altering academic records) will result in an official academic sanction. Violations may subject you to disciplinary action including the following: receiving a failing grade on an assignment, examination or course, receiving a notation of a violation of academic integrity on your transcript, and being suspended from the University. You have the right to appeal the charge.

Working with another person or in study groups on problems can be helpful in learning the material. I encourage you to work together if you find it helpful. However, **all work submitted must be your own**. Copying someone else's problem solution, showing your written solution to someone else, or having another person complete your on line work is prohibited; such behaviors are regarded as violations of academic integrity and will be treated according to the University's policy. In order to be successful in learning the material and doing well on the examinations you must think very hard about the problems themselves before discussing them with anyone else.

Office of Student Disability Services. http://sds.okstate.edu/
According to the Americans with Disabilities Act, each student with a disability is responsible for notifying the University of his/her disability and requesting accommodations. If you think you have a qualified disability and need special accommodations, you should notify the instructor and request verification of eligibility for accommodations from the Office of Student Disability Services. Please advise the instructor of your disability as soon as possible, and contact Student Disability Services, to ensure timely implementation of appropriate accommodations. Faculty have an obligation to respond when they receive official notice of a disability but are under no obligation to provide retroactive accommodations. To receive services, you must submit appropriate documentation and complete an intake process to verify the existence of a qualified disability and identify reasonable accommodations.

What if I need help? You have many resources for this course. Often students find it helpful to talk to each other and work through homework or practice problems together. You're encouraged to post questions and answers in the Discussion section of the Online Classroom. For quick questions, you can send me an e-mail or text, and you're always welcome to call or come by and see me in person during my office hours. **Above all, see me early if you have questions.**

Final note. I am more than willing to help you in any way that I can, and I **genuinely** care about your success and general welfare. Please do not hesitate to ask any questions, or voice any concerns! Good luck!

Any changes in this syllabus will be communicated to you in class by the instructor.

First Assignment (10% of your first HW assignment!)

Please complete this assignment by midnight Friday, August 24.

1. Send me an e-mail at emily.quinn@okstate.edu. Write a **paragraph** (not a list) including your name, year in school, major, hometown, last math class (and instructor if taken at OSU), and anything interesting about yourself you would like for me to know, especially your interests in and out of school. Please attach a picture of yourself as well. These e-mails let me know something about my students and help me get to know everyone. If you don't get a reply from me within a day, I probably didn't get the email – talk to me about it.

2. Read the Syllabus Attachment at https://academicaffairs.okstate.edu