MATH 2103: Business Calculus

Instructor: Detelin Dosev
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Class Meeting: MW 10:30AM-11:20AM, CLB 313
Office Hours: Monday 1:30PM-3PM(MLSC), Tuesday 12:30PM-2:00PM(MLSC),
              Wednesday 01:30PM-3:00PM, AND BY APPOINTMENT
MLSC Help (West Tutoring Room):   Monday 12:30PM-5PM, Tuesday 12:30PM-5:00PM
D2L(Online Classroom): http://oc.okstate.edu

Required Materials:
- Textbook: Applied Calculus (Fifth Edition) by Hughes Hallett, et al. (paper or electronic textbook)
- Access to Wiley Plus: You can buy codes from the bookstore or from the Wiley Plus Website.
- Calculator: Scientific or Graphing Calculator (See Calculator Section below)
- Clicker: Turning Technologies Response Card NXT (Make sure to register your clicker on our D2L Site)

Course Format:
(1) Lectures: Mondays and Wednesdays at 10:30AM-11:20AM in CLB 313
   - Lecture notes will be available on the course website (D2L). It is your responsibility to print off the notes and bring them to class.
   - You must bring your clicker to class each meeting.
(2) Problem Sessions: Thursdays
   - You must attend the quiz session in which you are enrolled.
   - You will have time to ask questions about the material presented in class or on the homework.
   - In most quiz sessions, you will be given a 15-point quiz during the last 15-20 minutes of class.
   - You must be present during the entire quiz session to take the quiz.

If you have questions:
- For questions about the mathematics content, see your problem session TA, go to the MLSC, or see Dr. Dosev.
- For ALL OTHER QUESTIONS (class policies, late homework, change of exam/quiz/homework grade and so on) you should see Dr. Dosev. Your problem session TA is not authorized to answer any questions except the ones related to the mathematical content covered in the course.
- All e-mails to Dr. Dosev or your TA should come from your OSU e-mail account(...@okstate.edu), have a subject, contain your name, **class number** and a brief desription of the issue/question you are having.
- No grades or exam/quiz/homework scores will be sent to you in an e-mail for any reason. If you have quesitons about the above you should see Dr. Dosev in person.

Class Participation/Sign in Sheet
- You will be required to purchase a clicker. Each clicker is linked to an individual student ID number, so the same clicker may be used by an individual in different courses. You will not be able to share a clicker with another individual who is also taking Business Calculus this semester.
- Each day of lecture, there will be an opportunity to earn 2.5 points by answering clicker questions. You may earn a maximum of 50 points throughout the semester.
- Occassionally, there will be a sign-in sheet in class. Having another student sign in for you or use your clicker in class is a violation of Academic Integrity, and will be prosecuted according to University policy.

Student Class Number

You will be assigned a "Student Class Number". Starting Monday, January 25th, you MUST write your student class number to the left of your name on ALL quiz and exam papers. Student class numbers will be your section number followed by a dash, followed by a sequential number indicating your alphabetical order in the section. **Quiz or Exam papers that do not have both your printed name and correct student number will be docked 5 points.**

Grades

There are two grading schemes. For EACH student the one that results in the higher grade will be used:

	Scheme A	Scheme B
Exam 1	15%	10%
Exam 2	15%	10%
Exam 3	15%	10%
Final Exam	25%	40%
Clicker Questions	5%	5%
Online Homework	10%	10%
Quizzes	15%	15%

Earning a score of 90% guarantees an A for the semester, 80% a B, 70% a C, and 60% a D. These cutoff scores may be lowered if circumstances warrant.

Exams:

All cell phones, ipods, ipads, PDAs and other electronic devices (other than a calculator) should be put away during the exams and quizzes. For the exams you are ONLY allowed a **calculator** (described below), a 3×5 **note card** with anything written on both sides and a pen or pencil. Bring your OSU Student ID to all examinations for identification.

There will be three in-class exams during the semester, and a comprehensive Final Exam at the end of this course:

Exam 1	Wednesday, February 10
Exam 2	Wednesday, March 9
Exam 3	Wednesday, April 13
Final Exam	Monday, May 2 from 10:00AM to 11:50AM

All of your exams will be in CLB 313 (the room you have lectures) .

Homework:

WileyPlus: Homework will be done on Wiley Plus. You may either purchase a code bundled with a paper textbook from the Student Union Bookstore, or you may purchase the code online at www.wileyplus.com, and use the online version of the textbook. Your homework percentage will be calculated by the following formula: (total points you earned)/(total points possible)*100.

Quizzes:

We will have short quizzes on most Thursdays. There will be thirteen 15-point quizzes that are given in the problem sessions. The top 10 grades will be used in your final grade. You will be able to use your calculator, but the quizzes will be closed-book with no notes or note cards allowed. In general, the material tested on each quiz will be the same as the material covered in that weeks homework. However, there is always the possibility that some questions will rely on earlier concepts. Quiz and exam questions will not just be restated homework problems.

You must have your cell phone put away during quizzes, or you will automatically receive grade zero on the quiz.

Calculators

TI 83 and 84 models are permitted on the Hour Exams and the Final Exam. You may **not** use a TI 89, Nspire, or a calculator with a computer algebra system, wireless or internet capability, a QWERTY keyboard, or a camera. If you do not own an allowable graphing calculator, you may borrow one from the Math Department office free of charge.

Ultimately, it is your responsibility to learn how to operate the calculator properly. Dead batteries, calculator failure or user errors are your responsibility. If you forget your calculator or it malfunctions,

you CANNOT borrow one from a classmate or share one during an exam or quiz. Please notify your TA immediately.

Graphing calculators can be a valuable tool, but not a substitute for your own conceptual understanding.

Grade Corrections

If you believe a homework, quiz or exam was incorrectly graded, you should bring it by Dr. Dosev's office as soon as possible for re-grading. However, be aware of a couple of things. 1) The entire paper will be re-graded, so there is always the possibility that you might lose points on other problems instead of gaining points on the problem in question. 2) If you are comparing your paper to that of a classmate, you should also bring in their paper. Their paper will be subject to the same re-grading. All grade corrections should be made within two (2) weeks of the papers being returned to the class.

Low Exam Replacement Policy

If you have three (3) or fewer lecture absences for the semester, you qualify for the Low Exam Replacement. This means that your lowest hourly exam score may be replaced by your percentage score on the final exam IF it improves your grade. (NOTE: ALL STUDENTS MUST TAKE THE FINAL EXAM!!) Only one exam score is eligible for this substitution. Generally, all absences count toward the limit of three absences. However, under rare circumstances some absences might be excused with proper documentation (i.e. long term hospitalization, military service, student athletes).

Missing Work Policy

Quizzes: Since there will be three (3) dropped quiz grades, there will be no make-ups for quizzes. If you have a documentable situation that will require you to miss multiple quizzes, please contact Dr. Dosev. Your TA CANNOT give make-ups.

Exams: I will offer reasonable accommodation in the event that you miss a major assessment activity for a valid and documented reason.

Valid Reasons for a Make-Up Exam are

- Military Service
- University sponsored activities that are NOT optional and cannot be rescheduled.
- Illness requiring a doctor's visit
- Long-term hospitalization

NOT Valid Reason for a Make-Up Exam:

- medical conditions not requiring a doctors visit
- conflicts with other class or work schedules
- travel plans for holidays or semester breaks
- alarm clock failure, oversleeping
- misreading the schedule, forgetfulness
- car trouble, no parking space, OSU bus problems
- social or fraternity/sorority obligations
- boyfriend / girlfriend issues
- incarceration or court for alcohol or illegal drug activities
- job interviews, job or career fairs

To be considered for a makeup assignment, you will need to submit a Request for Makeup (free text explaining your situation) to Dr. Dosev with official documentation. This documenation should be written specifically for you. Generic or form letters are not acceptable. The documentation should include the name and phone number of a responsible person that can be contacted by your instructor for verification. All paperwork should be completed and an in-office discussion held with your instructor in advance or immediately after the occurrence. Failure to comply with these conditions will void your qualification for a makeup and result in a zero (0) grade on the exam.

Partial Credit / Showing Work Final Answer vs Total Solution

Many of the problems you will be asked to work in this course require several calculation steps to arrive at the "answer". Just supplying that answer is usually not sufficient. You must show all your work clearly and in detail. You will be graded on your total solution, not just the final answer. Answers alone with little or no work steps shown will result in little or no points. Also, when an answer has units ($, feet, $/item, etc.) you must include the units for full credit.

Expectations

All students are expected to participate and be involved in class asking and answering questions. During class, there should be **no use of cell phones, pagers, iPods, laptops, tablets and other electronic devices**, as these can be distracting. Activities during the lecture such as visiting with other students, talking on the phone, texting, reading the newspaper, working on material for another class, sleeping, playing video games, etc. is disrespectful and disruptive. You will be asked to leave the classroom if your actions involve the activities above and/or your actions are distracting or inattentive. You should always come to lecture with a copy of the printed lecture notes. Viewing the lecture notes using a laptop during the lecture is NOT permitted. During the semester if another student is creating a disturbing or distracting environment for you, please let me know and I will resolve the issue.

Special Accommodations for Students

If you have a need for special accommodations of any nature, I will work with you and Student Disability Services to provide reasonable accommodations to ensure that you have a fair opportunity to perform in the class. Please advise me of your situation and the desired accommodations as soon as possible during the first week of class.

Academic Integrity: Oklahoma State University is committed to the maintenance of the highest standards of integrity and ethical conduct of its members. All university policies will be followed in this course. It is your responsibility to know and comply with all university policies and deadlines. Please see the OSU Fall 2015 Syllabus Attachment for more information.

The Mathematics Learning Success Center (MLSC): The MLSC is on the fifth floor of the Edmon Low Library, and is a great resource. The MSLC has tutors who work with students from Calculus I and help you with your question. Hours for Calculus I tutoring:

- Monday through Thursday from 9:00 AM until 9:00 PM,
- Friday from 9:00 AM until 5:00 PM,
- Sunday from 1:00 PM until 5:00 PM.

Syllabus Attachment: Please read the OSU syllabus attachment on the web from the page: https://academicaffairs.okstate.edu/sites/default/files/documents/Spring 2016 Syllabus Attachment.pdf. This has a lot of important information, including instructions about disability accommodations. Please contact me privately during the first week of the course if you need accommodations as the result of a disability.

Any changes to this syllabus will be announced in class and posted on D2L.