

# Math 1131

## Syllabus

### Spring 2021

**TEXT:** Ximera Business Calculus. This text is provided as a free online resource on Carmen.

**CALCULATORS:** A graphing calculator is required for this course. It is recommended that you use a TI-83, TI-83 plus, or a TI-84. **Note that the TI-89, TI-92, and calculators that use a Computer Algebra System are not permitted.**

**EMAIL, HOMEPAGE & CARMEN:** You are responsible for information contained in email messages sent to your official OSU email address: **yourlastname.#@osu.edu**. You should check your email at least once per day. The course homepage can be found at <https://math.osu.edu/courses/1131>. Carmen is a web-based course tool that allows you to view course materials and your scores. You can access Carmen by visiting <http://carmen.osu.edu>. You will need your OSU ID and password. You will also be responsible for messages delivered to you through Carmen messaging, and we ask that you use this system to communicate with your course instructors whenever possible.

**OTHER TECHNOLOGICAL REQUIREMENTS:** You must have regular access to a computer with a stable internet connection to take course exams and quizzes. Lectures, office hours, as well as some recitations will be conducted live over Zoom and/or via video recordings. Homework and parts of course exams and quizzes will be turned in via the Gradescope website. *Turning in assignments via Gradescope will require you to have some means of turning hand-written work into a .pdf file*, for instance by using an iPad or a cell-phone scanner app. You are responsible for maintaining a web browser and internet connection compatible with these course tools; please see your lecturer for recommendations. Gradescope registration will be accomplished through emails sent from the Gradescope website at the beginning of the second week of classes.

**HELP WITH THE COURSE:** Your lecturer and recitation instructor will have regular office hours for individual help. The Mathematics and Statistics Learning Center is also available for help. More information on the MSLC can be found at: <https://mslc.osu.edu/courses/math/1131> and <https://mslc.osu.edu/online-tutoring>.

**GE INFORMATION:** This Mathematics course can be used, depending on your degree program, to satisfy the *Quantitative Reasoning: Mathematical or Logical Analysis* category of the General Education Requirement (GE). The goals and learning objectives for this category are:

**Goals:** Students develop skills in quantitative literacy and logical reasoning, including the ability to identify valid arguments, and use mathematical models.

**Learning objectives:** Students comprehend mathematical concepts and methods adequate to construct valid arguments, understand inductive and deductive reasoning, and increase their general problem solving skills.

**COURSE GRADE:** Your final grade will be based on your homework, quiz, midterm, and final exam scores. The percentages for each are given below.

**Total Percentages:**

HOMEWORK	10% (Best 12 of 14)
CARMEN QUIZZES	10% (Best 8 of 10)
WRITTEN QUIZZES	10% (Best 7 of 9)
PARTICIPATION	10%
EXAMS	60%
<b>TOTAL: .....</b>	<b>100%</b>

**GRADING SCALE (Percent)** (Adjustments to this scale may be made at the end of the semester):

<b>A</b>	<b>A-</b>	<b>B+</b>	<b>B</b>	<b>B-</b>	<b>C+</b>	<b>C</b>	<b>C-</b>	<b>D+</b>	<b>D</b>
<b>90</b>	<b>87</b>	<b>83</b>	<b>80</b>	<b>77</b>	<b>73</b>	<b>70</b>	<b>67</b>	<b>63</b>	<b>60</b>

**RECITATION:** You will meet with your recitation instructor on either Tuesday or Thursdays, depending on the cohort to which you are assigned. On other days (or if you are registered for an online-only section) you are asked to participate via the Carmen Discussion for the day and via Zoom. Your performance in recitation will count for a total of **30%** of your grade and will consist of written homework and quizzes. Attendance at in-person recitations will not directly affect your course grade except insofar as it affects your participation score (see below). Note that these assessments will not generally occur during recitation time, but will be graded by your recitation instructor.

- **WRITTEN HOMEWORK:** Written homework questions will be posted on Carmen as the semester progresses. You are responsible for all questions posted; however, a small subset of each will be collected regularly. There will be a total of 14 such homework assignments. You will turn in these assignments to the course Gradescope page. These homework problems will be graded on Gradescope and will count for an overall total of **10%** of your grade, with the lowest two homework scores being dropped. *Late homework will generally not be accepted.*
- **CARMEN QUIZZES:** There will a total of 10 Carmen quizzes during the semester. Carmen quizzes will be open for 60 minutes on the days given on the course calendar, with times determined by your lecture section. The lowest two Carmen quiz score will be dropped. Your total Carmen quiz score will count for **10%** of your grade. *Makeup quizzes will generally not be given.*
- **WRITTEN QUIZZES:** There will a total of 9 written quizzes during the semester. Written quizzes will be open for one hour on the days given on the course calendar, with times determined by your lecture section. The lowest two written quiz scores will be dropped. Your total written quiz score will count for **10%** of your grade. *Makeup quizzes will generally not be given.*

**Please note that both the textbook and written homework will form the basis for quizzes and exams; however, exam questions may differ from homework and quiz questions. Also, exams will cover conceptual ideas along with computational problems.**

**PARTICIPATION:** While in-person or synchronous attendance is not required, you will be required to actively participate in this class over the semester. There will be separate participation activities for lecture and recitation, and together these will make up **10%** of your course grade. You must fully complete at least one recitation participation activity each week as well as the week's lecture quiz to receive full participation credit for that week.

**Recitation participation** activities include forum discussions regarding course homework, active recitation attendance, and other activities that your teaching assistant deems sufficient, *with full points given for what is judged to be good-faith effort on your part*. Examples of behavior that would not indicate good-faith effort are: arriving excessively late to class, making off-topic forum posts, and other similar behavior.

**Lecture participation** will be judged by a weekly lecture quiz that will be scored based on correctness.

**EXAMS:** There will be five exams given. The exams, in total, will count for **60%** of your grade. The first four exams will be given during the semester and will count **45%** of your grade in total. The fifth will be given as the final exam for the course and will count for **15%** of your grade. All exams will consist of a timed Carmen Quiz and a free-response written portion to be submitted to Gradescope. **All exams will be cumulative, but will focus primarily on the material listed for them on the course calendar.**

- **EXAM SCHEDULE:** Portions of exams will be open at scheduled times and taking the exam during those times is required absent a valid excuse (see below). The open time for each exam is at least triple the amount of time expected for completion of all parts

Exam 1	Monday, February 1	5:00-7:00pm (timed portion)	5:00-7:00pm (free-response)
Exam 2	Monday, February 22	5:00-7:00pm (timed portion)	5:00-7:00pm (free-response)
Exam 3	Monday, March 15	5:00-7:00pm (timed portion)	5:00-7:00pm (free-response)
Exam 4	Monday, April 5	5:00-7:00pm (timed portion)	5:00-7:00pm (free-response)
Exam 5	Monday, April 26	4:00-7:00pm (timed portion)	4:00-7:00pm (free-response)

Students **must not miss** a regularly scheduled OSU class to take one of the exams. See the make-ups policy below.

- **MAKE-UPS:** You must have permission from your lecturer to take a make-up exam. To receive a permission, you need to provide your lecturer with proper documentation. Students that have a time conflict with *another regularly scheduled OSU course* may take the make-up exam. However, students with other types of time conflicts (like work, social activities, etc.) shall prearrange to take the exam at the regularly scheduled time and date. **Makeups are not allowed after exam results are released.** See your lecturer for the timing of a make-up exam. Please note that **no early exams** will be given. The primary make-up for any exam will be 8:00-10:00am (8:00-11:00am for Exam 5) on the following morning, *and you will need additional permission to take a make-up at a different time.*

# Course Policies and Statements.

## Disability Services Statement.

“The University strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services (SLDS). After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. SLDS contact information: [slds@osu.edu](mailto:slds@osu.edu); 614-292-3307; [slds.osu.edu](http://slds.osu.edu); 098 Baker Hall, 113 W. 12<sup>th</sup> Avenue.”

**ACADEMIC MISCONDUCT STATEMENT.** “It is the responsibility of the Committee on Academic Misconduct (COAM) to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term “academic misconduct” includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct <http://studentlife.osu.edu/csc/>.”

For the purposes of this course, quizzes and exams are required to be the sole work of each student, with no help from sources outside of class materials. This includes, but is not limited to, help from individuals, books, and apps. Publication or distribution of course exams except as distributed by the course is prohibited and is considered to be academic misconduct as well as a violation of relevant intellectual property rights. Allowing others to use your Carmen or Gradescope accounts is also prohibited. Allowing other students to view your work on a quiz or exam before the instructor has published grades for that quiz or exam is prohibited, as is the viewing of another student’s work under these circumstances. Violations of these rules shall be considered to be academic misconduct. All instances of suspected academic misconduct shall be referred to COAM without notice. The preceding should not be taken as an exhaustive list of activities considered to be academic misconduct.

**MENTAL HEALTH STATEMENT.** As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student’s ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If you or someone you know are suffering from any of the aforementioned conditions, you can learn more about

the broad range of confidential mental health services available on campus via the Office of Student Life's Counseling and Consultation Service (CCS) by visiting [ccs.osu.edu](http://ccs.osu.edu) or calling [614-292-5766](tel:614-292-5766). CCS is located on the 4th Floor of the Younkin Success Center and 10th Floor of Lincoln Tower. You can reach an on call counselor when CCS is closed at [614-292-5766](tel:614-292-5766) and 24 hour emergency help is also available through the 24/7 National Suicide Prevention Hotline at 1-800-273-TALK or at [suicidepreventionlifeline.org](http://suicidepreventionlifeline.org).

**SEXUAL MISCONDUCT STATEMENT.** Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Ohio State Title IX Coordinator, Kellie Brennan, at [titleix@osu.edu](mailto:titleix@osu.edu)

**DIVERSITY STATEMENT.** The Ohio State University affirms the importance and value of diversity in the student body. Our programs and curricula reflect our multicultural society and global economy and seek to provide opportunities for students to learn more about persons who are different from them. We are committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters sensitivity, understanding, and mutual respect among each member of our community; and encourages each individual to strive to reach his or her own potential. Discrimination against any individual based upon protected status, which is defined as age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status, is prohibited.

**CONTINGENCY FOR COVID-19- RELATED COURSE ATTENDANCE ALTERATIONS.** Due to the COVID-19 pandemic, it may become necessary to suspend or cancel any in-person aspects of the course for some or all course participants. In this event, recitation classes will be held entirely over Zoom with assignments to be turned in as planned. Recordings will be provided for any recitations that are cancelled, with appropriate actions taken with regard to participation grades. If illness prevents you from participating even remotely manner, please contact your lecturer and SLDS about it when possible.

**CONTINGENCY FOR CHANGES OF INSTRUCTOR.** If an instructor is unable to continue work in the course for any reason, instruction work will shift to a substitute instructor. Instructors in need of a substitute will not be expected to deal with any aspect of the transition to a substitute. Direct communication with instructors over OSU email will not be accessible by substitutes, while communication via Carmen messaging should be immediately accessible to substitutes. Shift to a substitute instructor may result in suspension of in-person aspects of the course for affected students.

**COVID-19 SAFETY STATEMENT.** All course participants must complete daily health checks before attending in-person classes or other in-person activities, with isolation or quarantine if indicated. Face masks that cover both mouth and nose must be worn by all course participants when in classroom buildings or on campus and not in a private vehicle. Social distancing guidelines must be followed at all times, including with regard to choice of classroom seating. Persons not complying with mask or distancing guidelines shall be warned, and shall be asked to leave the classroom building if corrective action is not immediately taken. Failing this, class will end immediately and the offense shall be referred to university authorities by the classroom instructor. Any changes to university COVID-19 safety guidelines shall supercede the requirements in this safety statement.

**“Health and safety requirements:** All students, faculty and staff are required to comply with and stay up to date on all university safety and health guidance (<https://safeandhealthy.osu.edu>), which includes following university mask policies and maintaining a safe physical distance at all times. Noncompliance will be warned first and disciplinary actions will be taken for repeated offenses.” (Updated: Aug. 14, 2020)

**Additional resources for students:**

The Ohio State University Wexner Medical Center's [Coronavirus Outbreak site](#) includes the latest information about COVID-19 as well as guidance for students, faculty and staff.

The [Keep Learning site](#) includes tips and resources to help students make the shift to online learning, addressing strategies for success as well as technology tools.

The [Office of Student Life's "We Are Here For You" page](#) includes several resources to support students' mental, physical and financial health.

**OWNERSHIP OF COURSE RECORDINGS.** Ownership of course recordings and other materials (including exams and problem sets) and associated distribution rights shall be governed by the University Intellectual Property Policy for instructional works created by faculty or staff. Distribution of these works outside the context of the course may only be done with the express written permission of the relevant course instructor, and must additionally comply with federal, state, and OSU student privacy rules and guidelines, including OSU Carmen terms of use. Violations of intellectual property rights or privacy regulations will be referred to university legal counsel, COAM, and/or other appropriate authority.

**EMAIL POLICY.** Course instructors strive to response to emails within 24 working hours. To ensure that this is possible, there is a course policy dealing with who to send emails about what issues and in what format. This policy is included in a separate document, available on the course Canvas page. *Failure to abide by the guidelines in this document may result in significant delays or nonresponse.*