

Course Policy Statement

Last updated: 20 August 2017

1 Basic information

Time and place. Section 4021: 🕒 MWRWF4 📍 CH122

Instructor. Assoc. Prof. Nelson Uhan 📍 CH348 ✉ uhan@usna.edu

Extra instruction. My schedule is posted outside my office door. Feel free to stop by without notice if you have a quick question. If you need extensive help, or if you want to guarantee that I will be available, contact me to schedule an appointment.

Course website. <http://www.usna.edu/Users/math/uhan/sm223/>

All course materials (e.g. this course policy statement, syllabus, homework assignments, lesson notes) and important course announcements will be posted on the course website.

WebAssign. Homework must be submitted through WebAssign (see below). Make sure you are able to access WebAssign as soon as possible.

Course objectives. See the syllabus for the course objectives as well as a detailed topic list.

2 Homework, quizzes, and exams

Homework. Homework will be assigned almost every class and is due at the beginning of the next class. See the syllabus for details. Homework is your opportunity to practice applying the concepts and techniques covered in class, on your own time.

Some homework problems are on WebAssign. These problems must be submitted through WebAssign, and will count towards your course grade. Since homework is primarily for practice, you will be allowed 10 submissions for each of these problems.

There are also homework problems that are not on WebAssign. You do not have to submit these problems, but you should make sure to do them as well. For instance, you may be quizzed on them.

Late homework will not be accepted under any circumstances. There will be 46 homework assignments throughout the semester. Your 6 lowest homework grades will be dropped from consideration for your final course grade.

Quizzes. Most Thursdays, there will be a short quiz in class (5 to 15 minutes) based on recently covered material. Be prepared for a quiz every Thursday. These quizzes are designed to make sure that you are keeping up with the course material.

Exams. There will be 4 in-class exams and a final exam. See the syllabus for approximate timing. Actual dates and times will be announced in advance. These exams are designed to assess your understanding and retention of the course material.

3 Grading

Course grading. Your course grade will be computed as follows:

6-week and 12-week marking periods:

In-class exams	70%
Quizzes	20%
WebAssign homework	10%
<hr/> Total	<hr/> 100%

Final:

In-class exams	50%
Final exam	20%
Quizzes	20%
WebAssign homework	10%
<hr/> Total	<hr/> 100%

A course grade of $x\%$ corresponds to the letter grade

A	if	$90 \leq x \leq 100$,	B	if	$80 \leq x < 90$,	C	if	$70 \leq x < 80$,
D	if	$60 \leq x < 70$,	F	if	$0 \leq x < 60$.			

I reserve the right to lower these standards at the end of the semester if deemed necessary. These standards will not be raised.

Grading rubric. Each problem on a quiz/exam will be graded on the following scale:

- 10** Your solution is completely correct, sufficiently justified, and easy to follow.
- 8** Your solution has a few minor errors, but is otherwise sufficiently justified and easy to follow.
- 4** Your solution has significant gaps: for example, a significant error using a concept or skill, inadequately communicating your reasoning, or an inability to solve the problem completely.
- 0** No response or an insubstantial response.

Note that each problem on a quiz/exam may be weighted differently.

Resubmissions. If you did not perform well on a quiz/exam, you may redo and resubmit it. For each problem you resubmit, you will receive either a **10** or **0** according to the grading rubric above – no partial credit will be given for resubmissions. Your new grade for that problem will be

$$\max \left\{ \text{original grade}, \frac{\text{original grade} + \text{resubmission grade}}{2} \right\}$$

- You may resubmit at most one quiz/exam per week.
- You may resubmit the same quiz/exam in multiple weeks.
- No collaboration allowed. All work must be your own.
- You may use your own course materials (e.g., notes, homework), as well as any materials directly linked from the course website. You may not use any other materials.
- Your resubmissions must include the following signed honor statement:

I pledge on my honor that I have not used any unauthorized materials, and that I have not given or received any unauthorized assistance for this resubmission.
- You may not resubmit the final exam.
- Because resubmissions are allowed throughout the semester, I will not post solutions for quizzes or exams until the end of the semester, before the final exam.

Why this grading system?

- **Opportunities to improve.** This system gives you the opportunity and incentive to improve your understanding of the course material throughout the semester.
- **Encouraging mastery.** This system encourages working out problems in a completely correct way, since doing many problems incompletely is not advantageous.

Makeup quizzes/exams. No makeup quizzes/exams will be given unless you have an excusal or movement orders, or are sick-in-quarters.

It is your responsibility to arrange for a makeup quiz/exam. Arrangements for a makeup quiz/exam must be finalized within 1 week of the original quiz/exam date.

Regrading. You may ask for a regrade of a quiz/exam if you feel it is appropriate. Regrading requests should be made no later than 1 week after the quiz/exam was returned to the class. If you submit a quiz/exam for a regrade, your entire quiz/exam may be regraded.

4 Academic honesty and classroom conduct

Academic honesty. You are encouraged to work with other midshipmen whenever possible. Discussing the course material and homework assignments is a great way to learn.

However, cheating will not be tolerated. Cheating also includes, but is not limited to: looking at another student's quiz or exam, copying someone else's take-home quiz, using unauthorized material during a quiz or exam, and turning in an altered quiz or exam for a regrade. Any act of academic dishonesty will be reported to your company officer, the department chair, and your academic advisor.

See *Policies Concerning Graded Academic Work* (USNAINST 1531.53B) and *Brigade Honor Program* (USNAINST 1610.3K) for more information regarding academic honesty.

Classroom conduct. You are expected to behave professionally in class. Unprofessional conduct includes, but is not limited to: sleeping (stand in the back or the side of the classroom if necessary), side conversations, eating food (beverages are OK), and non-class-related use of electronic devices in class (e.g. browsing Facebook, texting your friends). Persistent poor classroom conduct will be reported to your company officer.

/s/
Nelson A. Uhan
Mathematics Department
USNA