
Attendance: Students are expected to attend every scheduled class and to be familiar with the University Class Attendance policy as it appears in the General Catalog. It is the student’s responsibility to keep informed of any announcements, syllabus adjustments or policy changes made during scheduled classes. Students are expected to behave in accordance with the Student Code of Conduct and the Code of Academic Integrity. The guiding principle of academic integrity is that a student's submitted work must be the student's own. University policies can be found at http://dos.web.arizona.edu/uapolicies.

Homework/Quizzes: Homework will be submitted in two formats throughout the semester. A computer grading program called WebAssign will be used for problems assigned from the text (see other side for more information). Hand-written homework showing all work with proper notation will also be submitted. These problems will come from the text and/or from a set of problems created by your instructor. Announced and unannounced in class quizzes will be given often. No calculators will be allowed. There are no make-up quizzes. Some quizzes will be dropped. A final homework/quiz score based on 100 possible points will be assigned (50 points from the computer graded assignments, 25 points from the hand-written assignments and 25 points from the quizzes).

In-Class Exams: The four in-class exams are scheduled for Wednesday, September 17; Monday, October 13; Monday, November 10; and Friday, December 5. Each exam will be worth 100 points. A 50 point department preliminary exam covering algebraic skills that are essential for success in Math 124 will be given on Wednesday, September 3. An on-line review can be found at http://prep.math.lsa.umich.edu/pmc. No calculators will be allowed on the preliminary exam. All electronic devices, particularly cell phones, must be turned off during all exams.
Missed Exams: Students are expected to be present for all exams. If a verifiable emergency arises which prevents you from taking an in-class exam at the regularly scheduled time, you must notify your instructor as soon as possible, and in any case, prior to the next regularly scheduled class. Make-up exams will be administered only at the discretion of the instructor. If a student is allowed to make up a missed exam, (s)he must take it at a mutually arranged time. No further opportunities will be extended. Failure to contact your instructor as stated above or inability to produce sufficient evidence of a real emergency will result in a grade of zero on the exam.

Final Exam: The final exam is a common department exam worth 200 points. It is scheduled for Monday, December 15 from 2:00 – 4:00 pm. Additional information and a study guide can be found at http://math.arizona.edu/~calc. The University’s Exam regulations will be strictly followed (see http://www.registrar.arizona.edu/schedule084/exams/examrules.htm).

ALEKS Assessment: All students will be required to complete the ALEKS preparation for calculus assessment. ALEKS is a web-based, artificially intelligent assessment and learning system. The initial assessment must be completed by midnight on Friday 8/29. A score of 20% or better on the exam will earn you 20 points on the course. A lower score will earn 0 points. More information about this exam, including how to take the exam, can be found at http://math.arizona.edu/~deemer/ALEKSinfo.html.

Calculators: A graphics calculator is an important tool that will be used in this course. Students are expected to have a working calculator for each exam. No calculator swapping is permitted during exams. Calculator programs can be found at http://math.arizona.edu/~krawczyk/calcul.html.

Grades: The total number of points available on tests and homework is 770. Grades will be no lower than those set forth in the following table

<table>
<thead>
<tr>
<th>Points Range</th>
<th>Percentage Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>693 ≤ points ≤ 770</td>
<td>90% to 100%</td>
<td>A</td>
</tr>
<tr>
<td>616 ≤ points ≤ 692</td>
<td>80% to 90%</td>
<td>B</td>
</tr>
<tr>
<td>539 ≤ points ≤ 615</td>
<td>70% to 80%</td>
<td>C</td>
</tr>
<tr>
<td>462 ≤ points ≤ 538</td>
<td>60% to 70%</td>
<td>D</td>
</tr>
<tr>
<td>0 ≤ points ≤ 461</td>
<td>0% to 60%</td>
<td>E</td>
</tr>
</tbody>
</table>

Students with disabilities: If you anticipate issues related to the format or requirements of this course, please meet with your instructor to discuss ways to ensure your full participation in the course. If you determine that formal, disability-related accommodations are necessary, it is very important that you be registered with Disability Resources (621-3268; drc.arizona.edu). You should notify your instructor of your eligibility for reasonable accommodations by Friday, September 5. You and your instructor can then plan how best to coordinate your accommodations.
Students withdrawing from the course:
If you withdraw from the course by September 19, the course will be deleted from your enrollment record. If you withdraw from the course by October 17, you will receive a grade of W. The University allows withdraws after October 17, but only with the Dean’s signature. Late withdraws will be dealt with on a case by case basis, and requests for late withdraw with a W without a valid reason may or may not be honored.

Incompletes:
The grade of I will be awarded if all of the following conditions are met:
1. The student has completed all but a small portion of the required work.
2. The student has scored at least 50% on the work completed.
3. The student has a valid reason for not completing the course on time.
4. The student agrees to make up the material in a short period of time.
5. The student asks for the incomplete before grades are due, 48 hours after the final exam.

Computing Resources: Information about using computers on campus, setting up a UA email account, and computer support can be found at http://www.oscr.arizona.edu. A list and map of open access computing facilities on campus can be found at http://www.oscr.arizona.edu/maps.

Instructions for WebAssign: To create an account for our class go to http://webassign.net, click on the Log-In button, then click on the I Have a Class Key button. Our class key is arizona 0904 2714. You must do this even if you have used WebAssign in the past or are using it for another course this semester. There is a 14-day grace period (from the first day of classes) before you must purchase your access code for our class. Each time you log-in, you will see a reminder.