

Math 111L Section 05**Instructor:** Dena Zhu

Office: Physics 274E (If you see Mingxue Zhu on the placard, that is also me.)

E-mail: dzion@math.duke.edu

Office Hours: TBD

Help room Hours: Thursday 6-8 pm, Carr 132.

Course Webpage: <http://services.math.duke.edu/~dzion/F17.html>

You can also access this page via my website at
<http://services.math.duke.edu/~dzion/>

Textbook:

Calculus, 6th edition, by Deborah Hughes-Hallett, et.al.; the 111L-112L Course Pack for 2015-2016 (aka the 'Lab Manual'.) It is required that all students purchase a new course pack at the start of the semester. You may not use a Course Pack from a previous semester.

Calculators:

You can bring your own calculator to class if you wish. You do not need a graphing calculator for this course. You are encouraged to bring your laptop to lab on Tuesdays because most calculations will be done using spreadsheets. No calculator is allowed for tests or the final exam.

Attendance Policy:

Attendance at all lectures are highly encouraged and attendance at all labs is required. If you miss a lab or lecture due to illness you must submit a Short-term Illness Notification form. If you miss a lab or lecture due to university representation or religious holiday, please let me know in advance of your absence. If you miss any lecture, it is your responsibility to catch up on the topics you missed. If you miss a lab you are responsible for completing the lab on your own and submitting a report. If for no other reason were you to miss a lab, you would have to complete the lab on your own and receive a penalty of 20% of the total points cut off on your report grade. Otherwise you will receive a zero on your report.

Participation Policy:

Active participation in labs and lectures is expected. You should be actively listening, taking notes, and thinking during lecture. *Cell phones should have the ringers off and be put away during lab and lecture.* Similarly, unless being used as part of a lab, laptops should be put away during lecture. Participation in lab report preparation is required. If you do not participate in the preparation of a lab report your group has the right to exclude your name from the report and you will receive a grade of zero.

Exams:

You will have three midterm exams as scheduled on the Syllabus. If you are late to an exam with a legitimate reason, while the exam is still on-going, you will be able to finish it with the other students, but you will receive a penalty of 10% of the total points cut off from your grade. No make-up exam will be given after the exam hour is over. If you have notified me beforehand of your absence, I will replace it with your final exam grade in proportion to the grade scale. Otherwise you will receive a zero grade on your exam.

The final exam is a block final given on **December 13 from 7-10pm**. *Each student will be allowed to bring to the final exam one, double-sided, standard-size sheet of typewriter paper, on which the student may hand-write whatever formulas or notes he/she wants.*

You will be required to complete a differentiation barrier test, known as the 'Gateway Test.' This test does NOT count towards your final grade, however, you must pass it in order to complete the course. You may take the test as many times as you need in order to pass.

Homework/Quiz Policy:

You are expected to complete all of the homework problems listed on the syllabus. You are encouraged to work in groups, but each of you need to show your own work out of your own comprehension. I will be available before and after class to answer questions on homework problems throughout the week, as well as in the help-room and in office hours. I am not expecting to collect the homework, instead, you will have in class quizzes and/or take-home quizzes in addition to the problems listed on the syllabus weekly. There will be no late quiz accepted and no make-up quiz given. You may work together and in the help-room on take-home quizzes, but in class quizzes must be completed individually and without any additional help from other sources, i.e. phone, calculator, notes, etc. Quizzes normally will be given on Fridays or in the lab on Tuesdays. If you are not able to come to class on that day, a Short-term Illness Notification form must be submitted *before class*. Two lowest quiz scores will be dropped toward your final grade calculation.

Lab Work:

Labs are mandatory. You need to arrive early to lab each week and stay until the lab work is completed. You will complete a team lab report each time, and occasionally lab quiz. Lab teams will be changed periodically throughout the semester. You must work with the team to which you are assigned. When a team's work is turned in, the names of all members should be on the paper. If one member did not fully participate, then that person's name must be omitted. Lab material will be covered on the final exam.

Semester Grades:

Any letter grade on work graded before the final exam is given should be viewed as an estimate per the grading policy in a block course. More details about grading in all block courses in the Mathematics Department can be found on the course webpage.

The percentages below represent *roughly* the makeup of your final grade by the following items:

Midterm Exams 30%

Laboratory Assessments 30%

Homework/Quiz Assessments 10%

Final Exam 30%

Extra Time:

If you need extra time on any of your exams, please provide me with an official letter from Student Disability Access Office (you can simply forward the email to me. This is the only way you can get extra time.) This has to be done at least 24 hours before the exam is given (I would prefer you to notify me at the beginning of the semester) so that we can make arrangements accordingly. Late notifications may not be considered if there is not sufficient time to arrange such accommodation. The same policy applies to quizzes too.

Assistance:

The Math Department operates a Help Room where students can get help on a walk-in basis from calculus teachers and assistants. This is held in Carr 132 from 1-10pm Mon-Thurs and 6-10pm on Sunday. There is a detailed schedule available online at www.math.duke.edu/first_year/help. There is also peer tutoring available operated by Trinity College, or you can hire a private tutor. More information check out course webpage.

Duke Community Standard:

You should be familiar with The Duke Community Standard. In this course team work is mandatory on labs and collaboration is encouraged, but you are responsible for your own understanding of the material. For more information, go to our course webpage.