

MA104 Information Sheet: Spring 2008

Class Information

- A5 - Thayer 308
- C5 - Thayer 312
- D5 - Thayer 312
- **Class Webpage:** http://www.dean.usma.edu/math/people/Fuselier_J/Spring08_MA104/index.html

Instructor Information

- **Instructor:** Dr. Jenny Fuselier
- **Office:** Thayer 216
- **Email:** jenny.fuselier@usma.edu
- **Phone:** 845-938-2453
- **Web Page:** http://www.dean.usma.edu/math/people/Fuselier_J/

Instructor Points and Grading

- **Homework:** There will be about 5 homework assignments throughout the semester. These assignments will be issued approximately 1.5-2 weeks before their due date. They may be lengthy, and they will require advance planning! You are encouraged to try these homework problems on your own, to give yourself the best preparation for WPRs. However, you may receive help from classmates, tutors, and me. Be sure to include appropriate documentation (according to the Dean's DWW). Homework assignments will be worth approximately **160 instructor points**.
- **Quizzes:** There will be periodic in-class quizzes throughout the semester. Most will be announced, but some will not. Working through class examples, homework problems, and problems in the course guide is an *excellent* way to prepare for in-class quizzes! Quizzes will be worth approximately **120 instructor points**.
- **Class Participation:** **20 instructor points** will be assessed based on your daily preparedness for class and participation in class.
- **Grading:** I will make every attempt to return your assignments quickly. As a guide, you can expect quizzes to be returned in 1-2 days, homeworks and WPRs in 2-3 days, and projects in 1-2 weeks.

Expectations and Policies

- **In Class Distractions:** You are expected to stay on task while in our class! This means it is your responsibility to ensure that your computer is not a distraction to you. Please get in the habit of keeping your laptop closed unless we are using it for a specific task (Mathematica, etc.).
- **AI:** I am available to help you outside of class! Please email me to set up an appointment, or speak with me before/after class. If you make an appointment for AI and are unable to attend, please be courteous of my time and let me know in advance. Generally speaking, I will be unavailable on Tuesday and Wednesday afternoons starting at 2pm, so please plan accordingly.
- **Late Work:** Students are expected to turn assignments in on time. A 10% per day deduction is in effect past the due date. If you know in advance that you cannot turn an assignment in by the due date (this should not be often), please let me know *before it is collected*, to request an extension.
- **Absences and Make-up Work:** If you know you are going to be absent from class, please notify me in advance. It is your responsibility to get caught up on any missed material. The best way to do this is to talk with your classmates to get a copy of any notes, board problems, etc.
- **Disciplinary Action:** Repeated late assignments, improper documentation, disrespect, or other offenses may result in a COR, CPR, or an email to your TAC.