

Calculus III, MA 213 - 003/004

Spring 2019

Recitation Syllabus

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Office Hours: Tues: 1:00pm-3:00pm (POT 702), Thurs: 1:00pm-2:00pm (Mathskeller)

This recitation syllabus is only for the *recitation portion* of MA 213. For matters relating to the course as a whole, or other policies not mentioned here, please consult the course syllabus and/or the course website below:

Course Website: <http://www.ms.uky.edu/~perry/213-s19/>

Purpose of Recitation:

Provide students with a structured chance to collaboratively work on problems. The idea is that students work in groups and help one another, with the instructor providing hints and guidance only when necessary.

WebWork:

Important: The WebWork homework should be accessed via your *Canvas page only!* Use the “email instructor” button to send questions directly to Deborah from the WebWork platform.

Email Policy: Email is the best way to contact me outside of class. Emails will usually be answered within 24 hours on weekdays and 48 hours on weekends. This applies to WebWork emails as well, so keep this in mind as you work on homework.

Attendance and Participation:

It is expected that you all attend all recitations unless prevented from doing so by some university approved reason (illness, death of a family member, traveling with university organization, religious holidays, etc.) See <https://www.uky.edu/ombud/excused-absences> for more information. For your absence to be excused, it is expected that you provide proof of the reason for your absence (before the absence if possible, as soon as possible after if the absence is unexpected). In regards to participation, the student is expected to be present both physically and mentally, being engaged in classroom activities. This includes participating in group work, and asking questions when something is not clear.

Any quizzes missed due to an excused absence can be taken **within one week** of the student’s return. It is the student’s responsibility to set up a time with the instructor to take the make-up quiz.

Grading:

Out of the 500 total points in the course, there are 40 points allocated for recitation. These 40 points are divided as follows: 10 points for attendance and 30 points for quizzes. There will be 10 quizzes throughout the semester, generally occurring every Thursday, except for during exam weeks. Calculators are *not* allowed on quizzes.

Classroom Policies:

All students are expected to behave in a manner conducive to an atmosphere of learning. This includes (but is not limited to) being courteous and respectful to other students and the instructor, being an active participant in class activities, arriving to class on time, and refraining from any behavior that may distract or disturb other students. Unless otherwise specified, no technological devices apart from a calculator should be used in class. Cell phones should be set to silent and be out of sight. Laptops, tablets, and other devices are likewise prohibited unless otherwise specified. I reserve the right to mark any student absent that does not participate in recitation or arrives more than 10 minutes late.

Academic Integrity:

While you are allowed to work with other students and receive help from tutoring resources on homework assignments, the work you turn in should reflect your own understanding of the material. You may not copy another student's work and present it as your own. Furthermore, no outside resources (classmates, notes, electronic devices, etc.) may be used on quizzes or exams. Please see <https://www.uky.edu/ombud/academic-integrity> for more information.

Disabilities:

Students with documented physical, learning, or temporary disabilities may receive assistance and support from the Disability Resource Center. For more information, see <http://www.uky.edu/DisabilityResourceCenter/>. Students should provide the instructor with a copy of their accommodation letter as soon as possible. Letters must be received at least one week prior to the requested accommodation.

Recording in the Classroom:

Video and audio recordings are not permitted during the class unless the student has received prior permission from the Professors. If permission is granted, recording of other students is prohibited. Any distribution of recordings is also prohibited. Students with specific recording accommodations approved by the Disability Resource Center should present their official documentation to the professor. All content for this course, including handouts, assignments, and powerpoint lectures are the intellectual property of the instructors and cannot be reproduced, sold, or used for any purpose other than educational work in this class without prior permission from the professor.

Changes to Syllabus: I reserve the right to change or amend this syllabus at any time for any reason. In this event, proper notice will be given in class.

Tips for Success:

- **ASK QUESTIONS.** Questions are greatly encouraged in this class. However, often times students find themselves in a situation in which they are not sure what they are confused about or how to articulate a question. In these cases, I strongly encourage asking one or more of the following questions:
 - Can you explain that again?
 - Can you explain that in a different way?
 - Can you pause for a moment? I need to catch up.
- **OFFICE HOURS.** Office hours are specifically set up for you to come ask questions and get any additional help that you need. You do not need to make an appointment to come to office hours. These are for YOU. Please take advantage of them. If you cannot make it to office hours, do not hesitate to schedule an appointment with me.
- **FAIL OUT LOUD.** Yes, you read that right. Do not be afraid to make a mistake, especially in front of me or your peers. This only serves to hinder your learning. Take a chance when you are unsure. You may turn out to be right, and if you're wrong, you will never forget the correct answer. Plus, you will remind your peers that no one is perfect all the time, which will in turn give them the courage to take a chance as well.