Instructor:  John Paul Cook

Office:   PHSC 1001

Office Hours:  After every class period for up to an hour – if the classroom is open during the hour after our class, office hours will be held there; if not, other accommodations will be made.

Phone:  (405) 325-6711 (this is the Math Department main line--leave a message)

E-mail address:  jcook@math.ou.edu

Course Website:  All course documents and information will be posted at http://math.ou.edu/~jcook

Textbook:  Mathematics: A Practical Odyssey (Sixth Edition, Customized for OU); Author: Johnson/Mowry

Calculator:  The calculator for this course is a Casio fx-300, graphing calculators are not allowed

Attendance:  You are encouraged and expected to attend every class period.  Please let the instructor know in advance if you are unable to attend class.

Quizzes and Homework:  There will be 2-3 in class quizzes per week, and homework will be assigned nearly every class period.  While your homework will not be collected, the quizzes will be written directly from the assigned homework problems.  Essentially, your homework is “collected” in the sense that your effort on the homework will be reflected in your quiz grades.

Two quiz grades will be dropped at the end of the semester. The two dropped grades are to be used in case of illness or unexpected emergency. If you miss a quiz due to illness or unexpected emergency (or any other reason) then that will be the grade dropped automatically. There will be no make-up quizzes for any reason. At the end of the semester, any drops that have not been used will apply to the corresponding lowest quiz grades.  Please contact me if you have any questions about this.

Exams

There will be 3 midterm exams and one final exam, with a possible course project/mini-exam for the last chapter (chapter 4) over statistics during the last week of class.  Exams will be announced at least one week in advance.

Make-up policy:  Students are expected to make it to class the day of an exam. Any conflict deemed suitable by the student should be presented to the instructor ahead of time for discussion.  Any unforeseen reason for missing an exam should be accompanied by appropriate documentation.  Students should note that, if they do qualify for a makeup exam, the makeup exam could be in a different format than the original exam.

Course Grade

Your course grade will be determined as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
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<tbody>
<tr>
<td>Quizzes</td>
<td>100</td>
</tr>
<tr>
<td>Midterm Exams</td>
<td>300 (100 points each)</td>
</tr>
<tr>
<td>Project/Ch 4 Exam</td>
<td>50</td>
</tr>
<tr>
<td>Final Exam</td>
<td>200</td>
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<tr>
<td>Total</td>
<td>650</td>
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This class is graded on the standard 10 point scale. There will be no curves or grade adjustments of any kind – your final average will automatically become your final grade based on the 10 point scale.

**Final Exam**

The final exam will be comprehensive and will be worth 200 points. The final exam will be held on Friday, July 30th, as part of our regularly scheduled class that day. No make-up exams will be scheduled other than those allowed by university regulations. Do not schedule any conflicts with the final exam, including surgery, work, travel or classes at other institutions.

**Recommendations for this class:**

1) **Always let me know about conflicts ahead of time**, whether it involves class, homework, or an exam. The situation has a better chance of being resolved successfully if you notify me beforehand so we can work out a solution.

2) **Come to class!** This is extremely important for summer classes – we will cover approximately one section every two days, so missing class will make it easy to fall behind. If you miss a class, it is your responsibility to acquire notes, etc. for that day.

3) **Please use proper punctuation and spelling in your emails!**

4) **Please do not be fooled by the 1000-level status of this class**—we will move through topics very fast with little time for review. This is a tough class, and it will require a lot of work from you. Take special care to not fall behind.

5) **Math is hard!** At some point in this course, you will experience difficulty. Either you experience difficulty on the homework assignments and eventually figure out the problems, or you experience difficulty when you take the exams. What sounds better?

6) **Do not be afraid to ask for help!** I will do everything that I can to help you learn math. You have to be willing to put the time in, and ask for help if you need it!

**Academic Misconduct**

Any cases of academic misconduct will be strictly dealt with according to the University of Oklahoma Student Code. University of Oklahoma procedures dealing with academic misconduct can be found on the web page [http://www.ou.edu/provost/integrity](http://www.ou.edu/provost/integrity).

**Special Accommodations**

The University of Oklahoma is committed to providing reasonable accommodation for all students with disabilities. Students with disabilities who require accommodations in this course are requested to speak with the instructor as early in the semester as possible. Students with disabilities must be registered with the Office of Disability Services prior to receiving accommodations in this course. The Office of Disability Services is located in Goddard Health Center, Suite 166.