

**Calculus with Analytic Geometry II**  
**MAC 2312 Lecture**  
**MWF P4 10:40-11:30AM Eastern Time (US) in LIT 201**  
**and Online through Zoom (Synchronous)**  
 4 Credit Hours  
 Spring 2021

Instructor: Alexander York  
 Office: LIT 439  
 E-mail: A.York@ufl.edu  
 Office Hours: M6, W6 (12:50-1:40) and T5-6 (11:45-1:40)  
 or by appointment.  
 Office Hours Zoom Link: <https://ufl.zoom.us/j/94555962047>

Teaching Assistant	Office Hours	Email
Jake Park	TBD	j.park1@ufl.edu

Discussion Section	Class Number	Time	Location	TA
7284 / 2127	14818 / 28778	R P4 10:40 - 11:30AM	Zoom	Park
7303 / 2128	14843 / 28784	R P7 1:55 - 2:45PM	Zoom	Park

**Prerequisites**      Appropriate score on the ALEKS placement assessment, or MAC 1147 (or its equivalent, both MAC 1140 and MAC 1114) with a C (2.0) or better.

**Course Description**      MAC 2312 is the 2nd semester in the three-semester sequence MAC 2311, MAC 2312, MAC 2313 covering basic calculus. The course begins where MAC2311 left off at integration techniques, followed by some applications of integration. The next part of the course covers infinite sequences and series, culminating with Taylor Series and applications. MAC 2312 concludes with a study of parametric equations and polar coordinates.

**Courses Goals**      This course will introduce students to different integration techniques, the idea of difference coordinate systems, and the use of sequences and series in conjunction with calculus. Upon completion, students will be able to understand the theory as well as applications. The course will prepare students for MAC2313.

**Required Materials**      There are no required textbooks for this course. We will make use of a free online textbook available at [Openstx Calculus Volume 2](#). Of use as well will be the online [Guided Learning Calculus 2](#). Also, in this course we will use the online platform Xronos which has been developed at UF and is supported by the Office of the Provost and the College of Liberal Arts and Sciences. Xronos is only accessible through Canvas. More details will be given in class. Lastly, participation in class will be facilitated through the use of Zoom and Canvas. See the syllabus section on Participation for more details.

You will need regular access to a computer/device, webcam, and the internet in order to complete the required assessments and attend the required meetings for this course. If any of those materials are unavailable to you see the section on Free Help/Resources and/or contact your instructor. Personal computer/device issues will NOT be an excuse to miss class meetings and/or assessments.

**NOTE:** All times given in this syllabus and in the course are in the US Eastern Time Zone (GMT-4 during Daylight Savings (until November 1) and GMT-5 afterwards). We will try to remember to tell you the time zone of any meetings/events, but if we do not it always defaults to Eastern Time.

**E-Learning  
Canvas:**

E-learning canvas, a UF course management system, is located at [elearning.ufl.edu](http://elearning.ufl.edu). Use your Gatorlink username and password to login. All course information including your grade, course homepage, syllabus, lectures, office hours, test locations, mail tool, discussion forum, free help information, etc. can be accessed from this site.

You are responsible for verifying that your grades are accurate. **You have one week after a score has been posted to contact your TA or instructor if you believe there has been a recording error. There is no grade dispute at the end of the semester.**

**Please note:** Important course information is clearly communicated in this course guide, the MAC 2312 homepage and links in Canvas, and announcements in lecture and discussion. Due to the volume of email received by the instructor and TAs, we cannot reply to each request for this well publicized information. If you cannot find your answer in the resources above, there is also a **Discussion Forum** available in Canvas. Please use this to post questions and to supply answers to your fellow students.

**E-mail**

All communication between student and instructor and between students should be respectful and professional. All official class communications will be sent only to the ufl.edu addresses. Students are responsible for acquiring, checking their email accounts regularly, and any class information sent to their ufl.edu account. Please be sure to sign your name to your e-mails.

**Spring  
F2F/Online  
Model**

As a student who is enrolled in MAC2312, you are either enrolled in a face-to-face section of the course or a 100% online section of the course. You should already be aware of which type of section you are enrolled in, but you can find this information out through your class schedule in One.UF. Students who are enrolled in face-to-face sections attend class physically in LIT 201 and students who are enrolled in a 100% online section attend class remotely through Zoom. Students who are enrolled in a 100% online section are not allowed to attend the class physically. All students who will be physically present in the classroom are required to abide by all school and CDC guidelines during lecture. The use of a mask at all times is mandatory as well as socially distancing from other persons.

**Face-to-Face  
Meetings**

Those students who are in face-to-face sections, the meeting schedule is for all main lectures of the course Mondays, Wednesday, and Fridays to be in person. The discussion section meetings will only meet online through Zoom. For this course that means the face-to-face meetings take place MWF P4 (10:40-11:30AM) in LIT201.

**Virtual  
Statement**

Our class sessions may be audio-visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate verbally are agreeing to have their voices recorded.

If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the “chat” feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

## **Zoom**

All class meetings and office hours with your instructor or TA will be facilitated through the use of Zoom. Zoom is a meeting software allowing the use of microphones, cameras, mobile devices, and other technology to plan and take part in meetings and classes. You do not need to create a Zoom account in order to use the software. As a UF student you already have a UF Zoom account created for you using your Gatorlink login and password. You automatically have this account connected with your Canvas account and will not need to combine or connect this in any way. You will NEED to use this account to access any of the Zoom meetings in this course. If you need help with using Zoom and navigating Canvas for Zoom the UFL elearning website has helpful pdfs and videos under their Student Step-by-Step Guides at <https://elearning.ufl.edu/zoom/>.

All class meetings and discussion meetings will be scheduled in the Zoom Conferences Tab in the Canvas course. In order to attend each class meeting and discussion meeting you will be required to register for each collection of meetings once (once for class meetings and once for discussion). You will be sent a registration link to your UF email by your instructor or TA. Make sure that you register for the class meetings and discussion meetings swiftly so there are no last minute problems.

It will be expected of you to act cordially and present yourself well if you plan to have your video on during class/discussion meetings and/or use your microphone. The expectation is that you treat each meeting as if you are in the classroom with your instructor or TA and act accordingly. Proper use of the hand raise feature and chat is expected when the instructor or TA is talking/presenting so you do not interrupt the lecture/discussion.

## **Lectures**

Students are expected to come to each lecture prepared. That means reading and understanding each lectures material in the online book as well as taking appropriate notes in class and asking questions both in and out of class as needed. **All students are expected to use the Zoom software to access the lectures for participation (see section on Class Participation), office hours, and their discussion meetings.** All lectures will be facilitated through the use of the Zoom software, which all UF students have free access to. See the section about Zoom for more details on where to find all Zoom Meetings for this course and how to register for them.

Any recordings of the lectures or other materials will also be available on Canvas and be announced when uploaded/created. You are encouraged to make use of the resources available to you in order to help you succeed in this course.

## **Class Participation**

Attendance in class both in lecture and discussion section is highly recommended. Students who come to class and participate are more likely to do well in the course. Participation will be a part of your grade and how it is calculated will be explained in class. We will be using both Zoom and Canvas to conduct attendance and participation. It will be a total of 10% of your grade and will be based upon both your attendance in lectures as well as the completion of post-lecture quizzes.

We will be using Zoom to collect participation during lectures for both face-to-face students and 100% online students. How this will be done will be explain during the first class meeting.

Further, following university policy, you may expect a penalty (additional lost points) for attending fewer than 75% of your classes.

### **Online Homework**

In this course we will be using the online platform Xronos which is free of charge and will be explained during class. Online homework assignments will be assigned daily and must be completed by the specified due date. There will be a total of three dropped homework grades at the end of the semester.

All assignments will have posted due dates and these due dates will not be extended under any circumstance.

Personal computer issues, will NOT be a reason to offer any type of extension.

### **Discussion Sections**

Discussion sections meet once a week on Thursday. These meetings give you a valuable opportunity for open discussion of the lecture material and assigned problems in a smaller class setting. **Attendance in discussion is required as it is where assessment of your skills will take place.** However, one period per week is generally not adequate to answer all questions. Be sure to take advantage of the opportunities outside of class for additional help.

Your main resource is your discussion leader. They will be available during office hours (or by appointment) to answer your questions about the course material. Your TA is responsible for grading and recording all quiz scores. You must retain or download all returned papers in case of any discrepancy with your course grade. As mentioned above, **you should check Canvas regularly and consult with your TA if you have any questions about recorded grades for quizzes. All grade concerns must be taken care of within one week of receiving the score.**

If you have concerns about your discussion class which cannot be handled by your TA please contact your instructor.

### **Discussion Quizzes**

With exception of the first week of classes, there will be weekly quizzes during your discussion, **based on the material covered during the previous week.** Quizzes make up a total of 10% of your grade. The quizzes will be administered by your TA and any questions about the grades should be directed to them.

### **Tests**

Mid-term exam dates are as follows:

Exam 1 - Friday, February 19

Exam 2 - Friday, March 19

Exam 3 - Monday, April 12

Makeup, Wednesday April 21

Final, **Monday** April 26, 12:30-2:30PM

There will be three online mid-terms throughout the semester. All of the questions will be either multiple choice or fill in the blank.

These exams are assembly exams and will take place in the evening, from 8:00 to 10:00pm. They will be available through Canvas using the Honorlock proctoring system. Availability of the exams and how to access them will be announced well in advance of each exam. Any questions should be directed to the course instructor. You are only permitted to have blank scratch paper, a writing utensil, and your UFID with you when taking your exams.

The FINAL EXAM will take place on April 26 from 12:30 - 2:30PM. Make a note of this now and please inform any interested parties who may be making plans for you around that time (such as purchasing plane tickets, travel plans, work schedules, etc.).

## **Honorlock**

We will be using the Honorlock system to proctor exams this semester. Honorlock is an online proctoring service that allows you to take your exam from the comfort of your home. You DO NOT need to create an account. Honorlock is available 24/7 and all that is needed is a computer, a working webcam, and a stable Internet connection. To get started, you will need to be using the web browser Google Chrome and will need to download the Honorlock Chrome Extension. You can download the extension at [www.honorlock.com/extension/install](http://www.honorlock.com/extension/install). Please see the Honorlock Student Guide at [Honorlock Student Guide](#) and best practices guide at [Honorlock Best Practices](#).

When you are ready to test, log into Canvas, go to your course, and click on your exam. Clicking “Launch Proctoring” will begin the Honorlock authentication process, where you will take a picture of yourself, show your ID, and complete a scan of your room. Honorlock will be recording your exam session by webcam as well as recording your screen. Honorlock also has an integrity algorithm that can detect search-engine use, so please do not attempt to search for answers, even if it’s on a secondary device. Honorlock support is available 24/7/365. If you encounter any issues, you may contact them by live chat, phone (844-243-2500), and/or email ([support@honorlock.com](mailto:support@honorlock.com)).

## **Make-up Policy**

- **Exam Conflicts - UF during Term Assembly Exam Policy** ([catalog.ufl.edu/ugrad/current/regulations/info/exams.aspx](http://catalog.ufl.edu/ugrad/current/regulations/info/exams.aspx)): “Exams may be held Monday - Friday from 8:20-10:10PM (periods E2-E3) for the fall and spring terms. If other classes are scheduled during an exam time, instructors must provide make-up class work for students who miss class because of an assembly exam. If two exams are scheduled at the same time, assembly exams take priority over time-of-class exams. When two assembly exams conflict, the higher course number takes priority. Instructors giving make-up exams will make the necessary adjustments.”

If MAC 2311 is the lower course number, students must inform their instructor in person at least ONE WEEK in advance of the exam date so that appropriate accommodations can be made. Otherwise it may not be possible to reschedule.

- **Make-up Exams** If you are participating in a UF sponsored event or religious observance, you may make up an exam only if you make arrangements with your instructor at least ONE WEEK PRIOR to the event. You must present documentation of a UF sponsored event.

**If illness or other extenuating circumstances cause you to miss an exam, contact your instructor (no later than 24 hours after the exam) by email. Then, as soon as possible after you return to campus, bring the appropriate documentation to them during office hours or through email. You will be allowed to sign up to take a makeup exam at the end of the semester on December 9**

- **Make-up Xronos HW:** There are no make-ups.
- **Make-up class participation points:** There are no make-ups.

### Incomplete

Students who are currently passing a course but are unable to complete the course because of illness or emergency may be granted an incomplete grade of I which will allow the student to complete the course within the first two weeks of the following semester. See the policy on <http://www.math.ufl.edu/fac/incompletes.html>. If you meet the criteria, you must see your instructor before finals week to be considered for an I. An I only allows you to make up your incomplete work, not redo your work.

### Grading

Xronos Homework: 10%

Discussion Quizzes: 10%

Participation: 10%

Midterm Exam Average (3 mid-term exams): 45%

Final Exam: 25%

Your grade will be calculated according to the scale below. Scores within 0.5% of the next cutoff will round up.

### Grading Scale

90-100 A	87-90 A-	84-87 B+	80-84 B
77-80 B-	74-77 C+	67-74 C	64-67 C-*
60-64 D+	57-60 D	54-57 D-	0-54 E

**\*Note** A grade of C- DOES NOT give Gordon Rule or General Education credit!

For those take the S-U option: 67-100 S 0-67 U

Approval of the S-U option must be obtained from your instructor. The deadline for filing an application with the Registrar and further restrictions on the S-U option are given in the Undergraduate Catalog.

For a complete explanation of current policies for assigning grade points, refer to the UF undergraduate catalog:

[catalog.ufl.edu/ugrad/regulations/info/grades.aspx](http://catalog.ufl.edu/ugrad/regulations/info/grades.aspx)

**NOTE: We will not review disputed points at the end of the semester. All grade concerns must be settled within one week of the return of the paper.**

<b>Calculators</b>	Calculators are <b>NOT</b> permitted on exams and discussion assignments. Please avoid using a calculator on homework as it will not help you prepare for the exams.
<b>Cell Phones</b>	Use (defined as having one physically in your hand) of a cell phone during a test or quiz will be considered contact with another person and will be viewed as a form of academic dishonesty because we cannot be assured in such a circumstance that you have not taken a picture of the test/quiz or sent a text message to someone. Thus, do not touch your cell phone during a test or quiz. <b>Wait until after you are finished with the test/quiz to use it.</b>
<b>Music Players</b>	iPods and other music players are not to be used during class (including while taking tests and quizzes). Having one out during a test or quiz will result in a grade of zero and possible disciplinary action.
<b>Students with Learning Disabilities</b>	Students requesting class and exam accommodations must first register with the Dean of Students Office Disability Resource Center (DRC), <a href="http://www.dso.ufl.edu/drc/">www.dso.ufl.edu/drc/</a> . That office will provide a documentation letter via email to your instructor. This must be done as early as possible in the semester, <b>at least one week before the first exam</b> , so there is adequate time to make proper accommodations.
<b>Diversity and Inclusion</b>	The Mathematics Department is committed to diversity and inclusion of all students. We acknowledge, respect, and value the diverse nature, background and perspective of students and believe that it furthers academic achievements. It is our intent to present materials and activities that are respectful of diversity: race, color, creed, gender, gender identity, sexual orientation, age, religious status, national origin, ethnicity, disability, socioeconomic status, and any other distinguishing qualities.
<b>Academic Honesty Guidelines</b>	<p>All students are required to abide by the Academic Honesty Guidelines which have been accepted by the University. The academic community of students and faculty at the University of Florida strives to develop, sustain and protect an environment of honesty, trust, and respect. Students are expected to pursue knowledge with integrity. Exhibiting honesty in academic pursuits and reporting violations of the Academic Honesty Guidelines will encourage others to act with integrity. Violations of the Academic Honesty Guidelines shall result in judicial action and a student being subject to the sanctions in paragraph XIV of the Student Code of Conduct. The conduct set forth hereinafter constitutes a violation of the Academic Honesty Guidelines (University of Florida Rule 6C1-4.017).</p> <p>The Mathematics Department expects you to follow the Student Honor Code. We are bound by university policy to report any instance of suspected cheating to the proper authorities. You may find the Student Honor Code and read more about student rights and responsibilities concerning academic honesty at the link <a href="http://www.dso.ufl.edu/scer/">www.dso.ufl.edu/scer/</a>.</p> <p>In addition, we remind you that lectures given in this class are the property of the University/faculty member and may not be taped without prior permission from the instructor and may not be used for any commercial purpose. Students found to be in violation may be subject to discipline under the Student Conduct Code.</p>

## Evaluations

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

## Important Spring 2021 Academic Dates and Deadlines

Classes Begin	Monday, January 11
Late Registration	Monday, January 11 - Friday, January 15 (11:59pm)
Drop/Add (last day for full refund)	Friday, January 15 (11:59pm)
<b>Withdrawal with 25% Refund</b>	Friday, February 5
<b>Withdrawal Deadline</b>	Friday, April 9 at 11:59pm
Classes End	Wednesday, April 21

### Holidays

Martin Luther King, Jr. Day Monday, January 18

Note: Information in this syllabus is subject to change. Any changes will be announced in class or through e-mail.