

## Calculus with Analytic Geometry II

### MAC 2312

4 Credit Hours

Fall 2020

Instructor: Ian Manly  
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Office Hours: Tuesday Periods 5 and 6 (11:45am-1:40pm)  
Thursday Period 4 (10:40-11:30am)  
or by appointment (all office hours held remotely over Zoom)

Lecture: MWF 11:45-12:35 over Zoom  
MWF 1:55-2:45 over Zoom

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**Prerequisites** Appropriate score on the ALEKS placement assessment, or MAC 2311 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.

**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](#). We will use the online [Guided Learning Calculus 2](#)

**E-Learning Canvas:** E-learning canvas, a UF course management system, is located at [elearning.ufl.edu](#). Use your Gatorlink username and password to login. All course information including your grade, course homepage, syllabus, lecture outlines, office hours, 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 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 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.

#### **Lectures**

Every Monday, Wednesday, and Friday (except for school holidays and exam days), there will be a 50 minute lecture held over Zoom given by the instructor. These lectures will introduce and provide examples of new course material. Attendance at these lectures is strongly encouraged, as you will have practice questions to work on during class.

#### **Discussion Sections**

Discussion sections meet once a week on Tuesdays or Thursdays over Zoom. 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.

During most discussion sections, you will take a short quiz on the material covered during the past week of class. These quizzes will take place online via Canvas. There will be 12 of these quizzes during the semester, and your lowest 2 scores will be dropped.

Your main resource is your discussion leader. He or she will be available during office hours (or by appointment) to answer your questions about the course material. As mentioned above, **you should check Canvas regularly and consult with your TA if you have any questions about recorded grades. 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.

#### **Tests**

Mid-term exam dates are as follows:

Wednesday, October 7th

Friday, October 30th

Friday, December 4th

Makeup Exam: December 9th

There will be three online mid-terms throughout the semester. All of the questions will be either multiple choice or fill in the blank. You will have two hours to complete the midterms, and they will be available for you to start anytime between 9am and 9pm (they will close at 11pm). **You must have the Honorlock proctoring system enabled during the entirety of the exam.** These exams will be closed book/notes, and you cannot use any online resources to help you. You are only permitted to have blank scratch paper and something to write with, along with your UFID during the tests.

The FINAL EXAM will be Saturday, December 12th. As with the midterms, you can start this exam anytime from 9am to 9pm, and you will have 2.5 hours to complete the test (the exam closes at 11:30pm). The same proctoring guidelines apply for the final, **so be sure that Honorlock is enabled** and that you only have scratch paper, your UFID, and something to write with in the room. Make a note of the exam date now and please inform any interested parties (e.g. your parents) who may be making plans for you around that time (such as purchasing plane tickets, travelling, etc.).

**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. During each lecture, there will be in class questions for you to work on, and you can submit your responses via a quiz posted on Canvas. Your performance on these questions will constitute your class participation grade. You are allowed (and encouraged!) to work with others on these questions, and use notes/other resources. Your three lowest scores on these assignments will be dropped from your grade.

**Xronos  
Homework**

After a topic has been completed in class, a new online homework assignment will be posted in the Assignments tab on Canvas, using a system called Xronos. You have until the posted due date to complete the assignment. There will be 24 assignments, and your lowest two homework grades will be dropped.

**Make-up Policy**

All make-up work must be arranged with your instructor.

- **Exam Conflicts** If you have more than two midterms on a particular date, you can contact the instructor of the lowest numbered class and make arrangements to take a makeup exam. If this course is the lowest numbered course, please contact your instructor **at least one week in advance** and you can take the exam on December 9th.

- **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, and send them the appropriate documentation. You will be allowed to sign up to take a makeup exam at the end of the semester on December 9th.**

- **Make-up class participation points, homework, and discussion quizzes:** There are no make-ups. If you have a legitimate excuse for missing these assignments, such as a UF sponsored event, illness, etc, let the instructor know and the missing assignments will not count towards your grade.

**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**

Class Participation: 10%

Discussion Quizzes: 10%

Xronos Homework: 10%

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

Final Exam: 25%

**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.**

**Calculators** Calculators are **NOT** permitted on exams and discussion assignments. Please avoid using a calculator on homework as it will not help you prepare for the exams.

**Cell Phones** Cell phones must be turned off (not on vibrate) before coming to class. 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 I 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. **Wait until after you have finished with the test/quiz to use it.**

**Students with Learning Disabilities** Students requesting class and exam accommodations must first register with the Dean of Students Office Disability Resource Center (DRC), [www.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/). That office will provide a documentation letter via email to your instructor. This must be done as early as possible in the semester, **at least one week before the first exam**, so there is adequate time to make proper accommodations.

## **Zoom**

Due to the COVID-19 pandemic, all class meetings will take place using Zoom. Please ensure that you have access to a computer that can run Zoom, and a stable internet connection. If you have difficulty obtaining one or both of these, please contact your instructor.

While in a Zoom meeting, please ensure that your microphone is muted, unless you are asking/answering a question. If you would like to ask/answer a question during class, use the "raise hand" feature, and the instructor will get to you as soon as they can. There will also be a text chat box available in Zoom if you are unable or do not want to speak over voice chat.

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.

## **Academic Honesty Guidelines**

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).

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 [www.dso.ufl.edu/sccr/](http://www.dso.ufl.edu/sccr/).

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.

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