

Spring 2017 Course Guide For MAP 2302

Sections: 022F

Elementary Differential Equations with Mr. Mahoney

Hello. You should read this whole document and randomly review it throughout the semester from time to time!

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Instructor Information

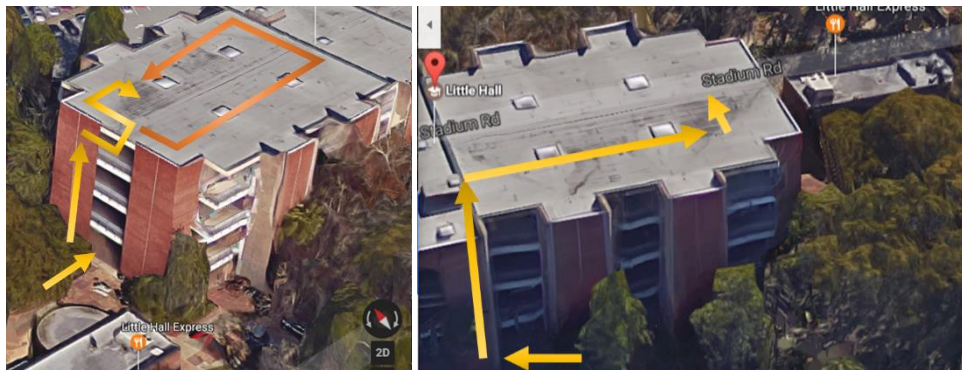
Instructor: Mr. Matt Mahoney (Mr. M)

Office: Little Hall 467

Directions To Office: From Either Stair Case facing Carleton Auditorium walk up to the 4th Floor and ...

... enter the North Door if unlocked, then turn right into the main hallway, my door is the 2nd on the right. **[Gold-ish Arrows in the Left Figure]**

... or enter the South Door, then turn left into the main hallway and walk forward, turn left into the next hallway and walk past the “Blue Room” and the “Elevator”, then turn left into the next main hallway, my door will be the 2nd to last one on the left. **[Bronze-ish Arrows in the Left Figure]**



Take the Elevator (if working) to the 4th Floor. Turn right off the elevator and enter the main hallway. Take the main hallway straight ahead of you and not to your left. Walk down, my door will be the 2nd to last one on the left. **[Right Figure]**

Office Phone: (352) 294-2346 [Please don't use.]

Email: gatormm@ufl.edu [See “[How To Communicate](#)” on page 3]

Office Hours: Office hours for the first week will be posted on CANVAS. Office hours for the rest of the semester will be based on a class vote and Mr. M's availability. These final hours will be posted in CANVAS and probably emailed out.

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How To Communicate

We will be using different kinds of communication systems this semester, make sure you are configured to receive all messages and that you use the appropriate form of communication based on your specific needs

Course Announcements will be posted on CANVAS (elearning.ufl.edu) and emailed to your U.F. Email Account using a Class List Serve provided by the University Registrar. Make sure that you can receive emails from gatormm@ufl.edu and LISTSERV@lists.ufl.edu. Mr. M will never use CANVAS MAIL to communicate with you unless it is his only option. Often times Mr. M will update CANVAS pages that will trigger a CANVAS notification. Make sure that your CANVAS notifications are configured to at least receive “Dailey Updates” for “Course Content”, to ensure this check “Notifications” under the “Account” navigation link in CANVAS.

DO NOT USE CANVAS MAIL. Mr. M has had repeated issues with CANVAS’s internal email system. The primary issue is that student are not receiving his replies, so please do not use CANVAS mail. A penalty will be applied to your grade if you initiate a CANVAS mail message.

Send **Questions About Course Policies and Grades** to Mr. M’s U.F. email address using your regular U.F. email address. Most questions about Grades have to be discussed in Mr. M’s office hours.

Submit **Mathematics Questions** on **Piazza** at least while it is still operational. Submitting Mathematics Questions through email, instead of Piazza, may result in a course penalty. See the section “[What is Piazza](#)” and the document “Setting Up Piazza” which will be posted in the “Getting Started” sub-page of our CANVAS site.

What is Piazza?

Piazza is a “FREE” online Q&A discussion board that integrates with CANVAS. Mr. M is using it this semester to reduce the number duplicate emails involving math questions and encourage any student with the answer or an inkling of an answer to a question to reach out and help another student with that question. Some of the good features of Piazza are ...

- Students can post questions “Anonymously”. So nobody has to know that you are the one who asked a particular question.
- Mr. M can post his answer to a student’s question publically so that any student with the same question can see his response.
- Student can collectively answer other student questions, almost like voting, but wordier.
- Mr. M can endorse student’s questions and responses which means other student can see what kind of questions Mr. M thinks are good questions and what kind of student answers are good answers.
- Questions and Answers can be filed in an organized way.

Mr. M is only using Piazza for question involving how to solve problems seen in the notes and homework. For questions involving course policies, extenuating circumstances, and grades please see Mr. M in his office hours or email him using regular email at gatormm@ufl.edu.

WARNING! Piazza is in danger of being dropped from several schools for inaccurately representing how students access their sister service “Piazza Careers” and what student data is shared when student join this free service. **IT IS NOT RECOMMENDED THAT YOU SIGN UP FOR PIAZZA CAREERS.** There is a chance that signing up for this service will allow potential employers in your future to see your class ranking which is sensitive grade information and belongs to you and only you. Please read the document “Setting Up Piazza” which will be posted in the “Getting Started” sub-page of our CANVAS site.

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Class Meeting Time and Location:

Our class meets on Monday, Wednesday, Friday in Little Hall 201 during Period 3, which is from 9:35 A.M. until 10:25 A.M.

What is this Course About?

MAP 2302 is a 3 credit course which gives the basic elementary knowledge necessary for understanding, applying, and solving differential equations of the most usual types. We will cover most if not all of chapters 1, 2, 4, 7 and 8.

What are the minimum recommended materials I need for the course?

Mr. M recommends you obtain ...

- Pencils, Colored Pencils, Pens, and/or a Multi-colored Pens for taking notes, taking exams, and doing homework.
- Internet Access (
- Loose Leaf Paper
- Computer paper and/or printer access.
- Access to a scanner.
- Access to the course's textbook (See Below).

How Does Mr. M teach the Course?

Mr. M will be posting "blank" lecture notes shells on CANVAS. He will be filling these shells in class. Later, he will post scans of the completed course notes which will be generally viewable but not printable. You do not have to print out the blank shells but you should read them as well as the filled-in notes in addition to taking notes in class according to your own style.

Mr. M will be attempting to post vocabulary sets on Quizlet affiliated with each Topic outline we cover. Exams will feature a fill-in the blank vocabulary sections. If Mr. M is able to post affiliated vocabulary sets on Quizlet prior to Exams, then studying these sets ahead of time will help you prepare for exams. To "supposedly" self-enroll in our Quizlet course use the following link: <https://quizlet.com/join/sGNbER5W6>.

Mr. M does not teach MAP2302 very often and while he has materials he has a lot of updating to do. Please be patient about the posting of lecture note shells and Quizlet sets.

What About the Textbook?

The textbook for our course is Fundamentals of Differential Equations and Boundary Value Problems, 8th Ed. By R. Kent Nagle, Edward B Saff and Arthur David Snider. You are required to work out homework problems that can only be found in this textbook. The range of prices on the U.F. Book Store are from \$89.30 to \$223.25 and include owning and renting. It is likely there are cheaper ways to purchase it. You are welcome to purchase and e-Textbook version if you can find one. You do not have to purchase the book if you can get access to the problems in from some other means. You will never need to bring or use the Textbook in class. It is likely you will not even need to read the Text's chapters. You will need to legally access the suggested exercises in it though.

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How are Letter Grades assigned?

You will earn points and your course points will be added up at the end of the term and rounded to the nearest whole point value. There are officially 200 points in the class but there are **A LOT OF** bonus point opportunities as well as penalties.

Canvas will display grades as “Percentages” because it is lame. Mr. M tries to manipulate CANVAS so that it is as consistent with his own personal gradebook as possible but only so much can be done with something so lame. Be aware that CANVAS can greatly miss predict your final grade.

Letter Assigned	Points Needed	(≈% of total Points)	GPA points earned per credit
A	180 to 200	(90 %)	4.00
A-	174 to 179	(87 %)	3.67
B+	166 to 173	(83 %)	3.33
B	160 to 165	(80 %)	3.00
B-	154 to 159	(77%)	2.67
C+	146 to 153	(73 %)	2.33
C	140 to 145	(70 %)	2.00
C-	134 to 139	(67 %)	1.67
D+	126 to 133	(63 %)	1.33
D	120 to 125	(60 %)	1.00
D-	114 to 119	(57 %)	0.67
E	0 to 113		0.00

For information about UF grades and grading policies go to:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

What can I earn course points from? The 200 course points are accumulated as follows:

Category	Points	Percentage
Attendance	14 Points	7 %
Class Participation	16 Points	8 %
Semester Exam 01	40 Points	20 %
Semester Exam 02	40 Points	20 %
Semester Exam 03	40 Points	20 %
Cumulative Final	50 Points	25 %
[Bonus And Penalties]	[−6 to +12 Points]	[−3% to + 6%]
Total	200 Points	

How Does Attendance Work?

Starting Wednesday, January 11 an attendance sheet will be passed around towards the end of class. You must remember to sign the attendance sheet. For every day you sign the attendance sheet you will receive 0.4 course points.

See the section on “[Extenuating Circumstances](#)” on page 11 in the event you are experience long term absences that are not within your control. Your total attendance points will be capped at 14 points.

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How Does Class Participation Work?

As of the time this course guide was written Mr. M was planning on collecting six participation assignment from each student. The point scale of all six will vary. The maximum points you can earn in this category is 16 and a 100% on all six activities will yield more than 16 points. The initial plan is to ...

- 1) Have each student complete an activity called "Getting To know You"
- 2) Have each student complete an online quiz about details in this course guide.
- 3) Have each student submit four digital scans of their textbook homework on CANVAS. (See Below.)

The point sale of each assignment maybe adjusted later in the semester if Mr. M comes up with additional participation activities that are not listed below.

Suggested Exercises From The Textbook

A "Suggested Exercises" list will be placed on our CANVAS site, probably in the "Getting Started" sub-page. Check the date of this file because it may be updated as the semester progresses as Mr. M's current version is based on the 6th edition of the text from 2012. Begin a set of exercises as soon as we've covered the material for it in class and finish that exercise as soon as possible. You are to work your suggested exercises on paper in an organized manner.

Textbook Homework Scans

Once a week Mr. M will ask all students in the course to scan a set or subset of Suggested Exercises as a PDF and submit this PDF to Mr. M through a CANVAS assignment link. However, only a subset of all students will actually have been responsible for submitting scans of their Textbook Homework. You will not know if you were one of the students responsible for submitting a scanned textbook homework until after the opportunity to submit it has passed. This is to encourage all students to stay on top of their homework.

- Mr. M will likely post a list on CANVAS of which students were responsible for a given week's submission ... after the assignment's closing date that is.
- If you do not have access to a personal document scanner then you should be able to find a scanner at any one of the U.F. computer labs (<https://labs.at.ufl.edu/computer-labs/>) and/or Libraries on campus and it should be free to use.
- A picture of your homework taken from a smart phone is generally not sufficient. Mr. M has had some students who have had luck using the "Cam Scanner" App, but he himself has had mixed results.

The "Textbook Homework Scans" will be initially worth 3 points and will be graded on the following general rubric:

0.4 points if the scan is readable (**Note:** if the scan is completely unreadable, you'll get a 0).

0.3 points for a matching Student Signature written in the top right of every page.

0.3 points if the assignment name is labeled in the top left of every page.

0.3 points if question numbers are labelled.

0.3 points if the scratch work for each question is clearly separated from one another.

0.3 points for actually attempted about 30% of the questions in the suggested exercise set.

0.3 points for actually attempted about 60% of the questions in the suggested exercise set.

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0.3 points for actually attempted about 90% of the questions in the suggested exercise set.

0.5 points for quality of the work on one specifically chosen question.

If you were not responsible for turning in a certain scanned exercise set, your Grade in CANVAS for the assignment will be a “-1”. DO NOT PANIC. CANVAS will be programmed to drop the “-1” grades so that they don’t affect CANVAS’s grade prediction abilities.

How Do Semester Exams Work

This semester we will be having in class exams. There is no definite date for our exams. They will be based on when we finish course material. Here is the tentative plan:

Exam 01 will be one week after we finish “Topic 09 – Section 2.6”.

Exam 02 will be one week after we finish “Topic 15 – Section 4.7”.

Exam 03 will be one week after we finish “Topic 21 – Section 8.1” or by “Monday, April 17”.

Do not make plans to miss large chunks of time this semester and be very aware of the “Missed Exam Policy”.

Mr. M’s semester exams for this course will feature at least 40 points but no more than 48 points and will usually consist of no more than 6 short answer problems, no more than 6 fill-in the blank vocabulary questions (with a provided word bank), no more than 6 True/False questions, and no more than 6 Multiple-Choice questions. All Exam questions are worth 2 points apiece. Some Multiple Choice questions will have 5 answer choices and some will have 7 answers choices. More information about exams will be given closer to the exam. If a student earns more than 40 points on a semester exam then their exam grade will be capped at 40 points.

How Does the Final Exam Work

The Registrar assigned our Final Exam to be from 7:30 a.m to 9:30 a.m. on Monday, April 24 in our regular classroom. The final exam will be structured the same as a regular semester exam but it will be longer and cumulative. It will have at least 50 points on it up and it will have no more than 60 points on it. If a student earns more than 50 points on it then their final exam grade will be capped at 50 points. If you have a conflict with this exam, please let Mr. M know as soon as possible.

See catalog.ufl.edu/ugrad/current/regulations/info/exams.aspx for additional details on competing assembly exams

Can I use a calculator for the course?

Use of any calculator is not allowed on exams nor will exams in this course ever require a calculator. Some homework questions will need decimal approximations for answers and this can be accomplished by using either a sufficiently powerful calculator or typing the exact expression for the answer into a “Google Search Engine” search box. One topic we cover this will actually need a graphing calculator or equivalent technology.

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What if I miss or am going to miss an Exam? Find your case below:

<ul style="list-style-type: none"> You will be missing a semester exam due to an impending extenuating circumstance (See Extenuating Circumstances on page 11) that will occur on the date and time of our Exam. 	<p>You will schedule with Mr. M to take your exam early, specifically if its possible within the 48 hours prior to our regularly scheduled exam time. You will have to conform to Mr. M's schedule. You will need to sign an additional agreement to not reveal details of the exam to other students.</p>
<ul style="list-style-type: none"> You will miss a semester exam due to any other reason not listed in the top row. You missed a semester exam due to any reason, even the ones listed in the top row. 	<p>Your final exam grade will act as your make up exam. Your grade on the final will be multiplied by 0.8 to generate the "EMC Replacement Exam" and this grade will replace your 0 on the exam you missed.</p>
<ul style="list-style-type: none"> You will be missing the final exam due to a competing assembly exam with higher course number. You will be missing the exam due to an impending extenuating circumstance (See Extenuating Circumstances on page 11) that will occur on the date and time of our final Exam. You missed the final exam due to an extenuating circumstance (See Extenuating Circumstances on page 11) that did occur and prevented you from attending the exam. 	<p>Contact Mr. M as soon as possible to schedule a make-up Final or to take the Final exam early (within 48 hours prior to its official start time).</p>

It is important to realize that there are no separate "make up exams" for individual semester exams. The final exam is the "make up" exam for any missed semester exam for any reason, good or bad, reasonable or unreasonable.

Do not plan to miss your final exam (or any semester exam) for a vacation or to leave home early. While Mr. M sympathizes with your situation you will not be accommodated and you will endure the consequences of missing that exam.

You will need to provide confirmable proof of a competing assembly exam or extenuating circumstance.

Do not plan to miss more than one exam. If you miss more than one exam for any reason, see Mr. M A.S.A.P.

How do Bonus and Penalties work?

Mr. M loves to give out bonus points but also loves to take points of way for not following directions. Regardless of how many bonus points you can earn or how many penalties you can earn your bonus/penalty points will be capped at -6 from below and 12 from above. Notice that this enough points to drop you a letter grade or raise you up two letter grades. All bonus points and penalties will add together before the "-6 to 12" capping takes effect, so if you get a penalty you can cancel it out by earning a bonus. There are three general categories of bonus/penalty points.

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What are some specific Penalties? Here are some specific penalties you can experience. This is not an exhaustive list. The best way to avoid penalties is by reading and clearly following directions.

- Not properly signing the attendance sheet when you turn in your Exam (–0.5 to –1 points per offense)
- Submitting an assignment in late with permission to do so (–0.5 points for 1 class day late, –1 points for two class days or more late)
- Using the wrong tool to communicate such as emailing Mr. M using CANVAS mail, emailing Mr. M a mathematics questions instead of using Piazza, or posting a question about the Course Guide or Grades on Piazza. (–0.5 points for each offense)

What are Exam Achievement Bonuses? Most classes have a “final replaces the lowest test” policy but Mr. M no longer does because he is doing this instead. Each achievement bonus below is worth 1.5 bonus points.

- **Everyone Has a Bad Day:** Earn this bonus achievement by obtaining a higher percentage grade on your final exam than your semester exam with the lowest percentage grade. (**Note:** If you miss an exam, your lowest exam grade is the lowest of the exams you didn’t miss)
- **No Average Joe:** Earn this bonus achievement by obtaining a higher percentage grade on your final exam than your average semester exam’s percentage grade. (**Note:** If you miss an exam, your average exam grade is the average of the exams you didn’t miss)
- **King of The Hill:** Earn this bonus achievement by obtaining a higher percentage grade on our final exam than your semester exam with the highest percentage grade.
- **Uphill Battle:** You earn this bonus achievement if your Exam 1, Exam 2, Exam 3, and Final Exam percentage grade form an increasing sequence like “70% on Exam 1, 73% on Exam 2, 73% on Exam 3, and 76% on Final”. (**Note:** As long as you miss ONLY ONE exam this semester you can still earn this bonus based on the exams you did take.)

What are the other Bonuses? In addition to the Exam Achievement there may be other bonus opportunities.

How Should I set up my Grades screen in CANVAS?

Always arrange your Grades in CANVAS by “Assignment Group” instead of “Due Date” the default. If you have “Calculate based only on graded assignments” checked then the final “percentage” grade CANVAS is predicting could be higher than final actual grade since low scores on future assignments are not being added in yet. If you have “Calculate based only on graded assignments” unchecked then the final “percentage” grade CANVAS is predicting will probably be lower than final actual grade since there a lot of scores on future assignments that CANVAS is assuming are 0 when in reality they will not be.

What are the Negative Grades and Offset Grades in CANAS?

Mr. M does not use CANVAS to calculate your final grade. Mr. M actually maintains a relatively sophisticated Excel Sheet which he uses to permanently record your individual grades and calculate your final grade. Mr. M’s spreadsheet does have to the ability to somewhat predict your final grade.

Mr. M uses CANVAS to post your grades online and provide you the ability to use CANVAS’s “What-If” feature to predict your final grade. CANVAS is not as sophisticated as a typical spreadsheet program like Excel and Calc. so Mr. M has to assign some negative grades to make CANAS’s grade prediction sync up with your real grade.

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- If you see a “-1” grade posted under “Homework Scant” then it is indicated you were not responsible for turning in that assignment. That entry should be grayed out (meaning CANVAS is dropping it from grading totals). This “-1” grade DOES NOT affect your actual final grade.
- If you see an “Offset” grade with a negative value remember that an “offset” grade is a negative score that is added in so that the total points for a grade or grade category does not exceed its capped value. Remember that several grades are capped in the course and that CANVAS does not have automatic way of capping grades. These negative grades DO NOT affect your actual final grade.
- If you see a negative grade in “Bonuses and Penalties” and it is not an “Offset” grade, then that is one of the course penalties you can obtain. Negative Penalty grades DO AFFECT your actual final grade.

Where can I get help with the course? This is not a complete list!

- (1) Always try asking for help from Mr. M first. He likes to help his students succeed.
- (2) Try making some friends in the course (they don’t even have to be in your specific section) and form a study group. You can even try out option (3) through (9) with them if you want.
- (3) You can try the Teaching Center’s original walk-in tutoring service, in South West Broward Hall Basement. **THIS SERVICE IS COMPLETELY FREE.**
- (4) You can try the Teaching Center’s Private Appointment service. These are the same undergraduate students mentioned in (3) above. **THIS SERVICE IS COMPLETELY FREE.**

To get more information about location and all services provided by the Teaching Center go to their website at: <https://teachingcenter.ufl.edu/>

- (5) You can try OAS Academic Tutoring. See their website (<http://oas.aa.ufl.edu/programs/tutoring/>) for more details. **THIS SERVICE IS COMPLETELY FREE.**
- (6) You can try hire a private tutor from a list of Mathematics Graduate Students. The list can be found as a link on this webpage: <http://math.ufl.edu/courses/>. These are the same graduate students mentioned in (3) above, but in (3) they are offering help for free. **YOU WILL PAY MONEY FOR THIS.**
- (7) You can try to hire a private tutor off campus from one of the many tutoring companies. Those most popular one among students at the moment is Study Edge. **YOU WILL PAY MONEY FOR THIS.**

Warning! –It is actually not in a paid tutors financial interests to have you become an independent learner. They need you to need them in order to pay their bills. Paid tutors will almost always make you feel great about a tutoring session. Make sure that when you leave a paid tutoring session that you are able to demonstrate success on a problem on your own. If you continue to use a paid tutoring service your exam grades should be rising and/or staying high and if they are not, they are not the right tutor for you.

- (8) The UF Counseling Center provides information about Test Anxiety and Math Confidence, as well as Group Workshops.

What if I have course accommodations through DSO?

Students requesting classroom accommodation must first register with the Disability Resource Center. The Dean of Students Office will provide documentation to the student who must then provide this documentation to me, Mr. M, at Little 467, when requesting accommodation. Submitting the letter though electronic means is fine. Please remember to get Mr. M your accommodation letter A.S.A.P. As soon as our exam dates are known please sign up for accommodated testing with the DRC.

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What if I am experiencing “Extenuating Circumstances”?

Mr. M will allow for the following situations when dealing with an exam you will miss, a final exam you did miss, or continuous absence affecting multiple assignments. These situations must be **well documented**, meaning that Mr. M should have some form of paperwork which verifies that your individual situation is indeed one of the extenuating circumstances given below. The documentation should include a contact number that Mr. Mahoney can use to validate your documentation. The following list shall here forth be known as the “recognized extenuating circumstances” for the entirety of this document.

- Death or Immediate Hospitalization of a Biological Parent or Parent by Marriage.
- Death or Immediate Hospitalization of a Legal Guardian [if not your Parent].
- Death or Immediate Hospitalization of a Sibling.
- Death or Immediate Hospitalization of a Child or Legal Dependent.
- Death or Immediate Hospitalization of a spouse or life-partner.
- The birth of your child or legal dependent [which usually involves some form of Immediate Hospitalization].
- Attendance at a University Sponsored Event such as a Performance, Conference, or Athletic Competition.
- A Court Imposed Legal Obligation.

What if I cheat?

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).

What if I want to take an Incomplete?

A grade of I (incomplete) will be considered only if you meet the Math Department criteria which is found at www.math.ufl.edu. If you meet the criteria you must see Mr. M before finals week to be considered for an I. An I grade only allows you to make up your incomplete work, not redo your work. As Mr. M is an adjunct instructor he cannot guarantee that he will be present 6 weeks into the following semester, therefore Mr. M will only agree to an incomplete if a student is willing and capable of completing their incomplete work between the end of the current term and the start of the next.

CONGRADULATIONS! You’ve now read the entire Course Guide. Right?