

MAT.1180 - MATHEMATICAL CONCEPTS AND APPLICATIONS

SUPPLEMENTAL GUIDELINE

- This is a supplement to the Department Guideline.
- **Instructor:** Tian Cai
 - eMail: tcai@citytech.cuny.edu
 - Office Hour: Thursday 4:00 pm - 5:00 pm; Or by Appointment.
 - Place: N724
 - OpenLab Link: <http://openlab.citytech.cuny.edu/tcaimat1180d154fall12013/>
- **Textbook:** Thinking Mathematically, 5th Edition.
 - By Robert Blitzer
 - Prentice Hall
 - ISBN:
 - * Department: 978-0-321-64585-2
 - * CUNY First Class Search: 978-1-256-45148-8
- **Assessment: Attendance, Homework, 4 Tests, and Final Exam**
 - Your Course Average(**G**) is determined by attendance grade(**A**), homework grade(**H**), test grade(**T**) and final exam grade(**E**).
 - **A** = Half the count of attendance. That is,
 - * Each attendance is counted as 0.5 point.
 - * Attending late or leaving early will discount the attendance grade of that day to 0.25 point.
 - * Attending late AND leaving early on the same day will reduce the attendance grade of that day to 0 point.
 - **H** = The average of all but one lowest homework grade. Each homework is graded on a 100-point scale.
 - **T** = The average of the test grades. Each test is graded on a 100-point scale.
 - * If you are NOT **Excessively Absent**, your **T** is the average where 1 lowest test grade is dropped.
 - * If you **ARE Excessively Absent**, your **T** is simply the average of all your test grades.
 - **F** = The final exam grade, which is on a 100-point scale.
 - **G** is the **Highest** of the following 3 calculations
 - * $G_1 = A + 0.1H + 0.55T + 0.25E$
 - * $G_2 = A + 0.1H + 0.45T + 0.35E$
 - * $G_3 = A + 0.2H + 0.45T + 0.25E$
 - You can **Pass** the course if your performance meets one of the following
 - * $G \geq 60$; $E \geq 40$.
 - * $G \geq 50$; $E \geq 60$

The criteria implies that everyone is required to take the final exam and receives at least a 40 on **E** regardless of how well your performance is during the semester. However, This minimum final exam grade 40 is not sufficient to guarantee a passing grade for the course.

- If your performance meets the passing criteria, your letter grade is determined by **G** according to the following table

	A	B	C
+	x	87	77
	93	83	73
–	90	80	70

* You receive a **D** if you pass the course but doesn't meet the **C–** criterion.

- **Homework Policy**

- Homework assignments can be found under the “Assignments” tab in OpenLab. That is, <http://openlab.citytech.cuny.edu/tcaimat1180d154fall2013/assignments/>
- Homework is due by the end of class on Thursday.
- Every student is expected to hand in every homework assignment on time. No late homework will be accepted without an appropriate excuse. In such situations, you need to inform me in advance if possible, and bring in a proof.
- You need to use a calculator in homework assignments.
- You are encouraged to work in groups for homework assignments. However, each of you has to do your own homework. Copying homework from one another will result in 0 in the homework grade.
- You can also seek help from the services provided by the school. Such as The Learning Center, The Student Services program, or Seek program if you are eligible.

- **Test/Exam Policy**

- There are 4 tests and 1 final exam throughout the entire semester.
- Every student is expected to sit in every test/exam session. No make-up of any of the 4 tests will be given.
- A test/exam review sheet, which covers all materials of the actual test, will be provided at least one week before the test day. Note that the actual test/exam does NOT contain all the materials at the review sheet.
- You need to bring a calculator to test/exam for your OWN use. No sharing of calculators in any test/exam.
- Everyone should be carrying your university ID card to any test/exam. You may be asked to show your ID card during your test/exam.
- Every test/exam is started at the beginning of the class. If you are late, you must try your test in the remaining time.

- **Contacting and Visiting Me**

- If you have any concern regarding the policies listed above, please do not hesitate to contact me.
- If you have any difficulty with your class work, you are always welcome to visit me.
- In theory, no appointment will be needed during office hour. However, if you can inform me in advance about your visit and its purpose, I will be greatly appreciated.
- If you need to write me an email, please start the subject line with **MAT.1180**, and use your City Tech email.

- **Important Withdrawal Dates**

- LAST DAY to withdraw without a grade of “**W**” being assigned, is **Tuesday, September 17**.
- LAST DAY to withdraw **with “W”** grade, is **Thursday, November 7**.
- LAST DAY to withdraw **with “WF”** grade, is **Friday, December 13**.