

MA 241-050: CALCULUS II

NORTH CAROLINA STATE UNIVERSITY - SPRING 2022

Mondays, Wednesdays, & Fridays 10:40am-11:30am
206 Cox Hall

Problem Session A: Tuesdays & Thursdays 10:40am-11:30am 2211 Broughton Hall (B. Chu)

★ UPDATED JANUARY 10, 2022 ★

1. IMPORTANT DETAILS

- Instructor: Dr. Elisabeth Brown
- Email: embrown5@ncsu.edu
- Office: SAS 3244

Please be respectful and professional during class meetings and when sending emails. NO email will be read or answered unless the email includes

- ★ a specific detailed subject line (for example: *MA 241 HW #4.1 Problem 3*),
- ★ the course and section number,
- ★ your name, and
- ★ what you have already attempted to do to resolve the issue.

I will read all thoughtful and signed emails but will not promise to be able to answer all of them. Try to find the information on your own first.

- Moodle page: <https://moodle-courses2122.wolfware.ncsu.edu/course/view.php?id=5933>
 - Any announcements posted on the Moodle page will also be sent to your NC State email.
 - Please check your email notification settings in Moodle to ensure that you receive course announcements, and please check your NC State email often.
- Student/Office hours: I will be available for optional office hours throughout the semester. Office hours will occur online via Zoom - **please see the “Zoom Instructions” document on our course Moodle page before attending online office hours.** During office hours, you will have the chance to ask your own questions regarding lectures, homework/mini-project problems, and general course material. Office hours are also available by appointment.

Mondays 12:30pm -1:30pm (Online via Zoom)

Tuesdays 3:15pm-4:15pm (Online via Zoom)

Thursdays 11:45am-12:45pm (Online via Zoom)

- Teaching Assistant: Bryan Chu
- Email: bchu@ncsu.edu
 - Office: SAS 3145
 - Office Hours: Wednesdays 1:00pm - 2:00pm (Online via Zoom)
Fridays 1:00pm - 2:00pm (Online via Zoom)

- Purchase WebAssign access for textbook and homework assignments: webassign.ncsu.edu
WebAssign's *Assignments* section → homework.
WebAssign's *Resources* section (scroll way down to the bottom) → textbook.

To begin using WebAssign, please read the document:

Student Edition: Using WebAssign for NCSU Math Classes - Spring 2022

found on our Moodle page and available through this link:

<https://docs.google.com/document/d/1J0bSkhmH-odVskB1XbkhudT7SjK0C005kDMcJJzWEbg>

Students will access WebAssign and will self-enroll in this section of this course (MA 241-050) by using this class key:

ncsu 9863 5750

If you have technical questions about WebAssign, please contact Jenn Burt: jenn_burt@ncsu.edu

- Textbook: Calculus for Engineers and Scientists, Volume II by John E. Franke, John R. Griggs, and Larry K. Norris, First Edition (**Required**)
 - Textbook available as an electronic-book (ebook) through WebAssign.
 - ★ The ebook for this course is uploaded in PDF form to your Class Resources.
 - ★ To find these files, log in to WebAssign and go to the main page for this course.
 - ★ Scroll way down to the bottom where you will see the section called *Resources*.
 - ★ Click on that section to expand it, and any PDFs will be displayed as links.
 - ★ Note that you can download these files to as many devices as you like, which will make them available to you offline so that you do not have to return to this page every time you wish to access the materials. You can also save the PDFs so that you have access to them long after the class has ended.
 - I expect you to read sections of the textbook around the time of lectures and attempt homework from those sections. The textbook has additional examples and discussion that you may find helpful. Some test questions may resemble examples from the textbook.
- Grades: Available on course Moodle page.

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2. COURSE DETAILS

2.1. Course Description. MA 241 is a 4-hour credit course.

- Second of three semesters in a calculus sequence for science and engineering majors. This course covers techniques and applications of integration; sequences, series, power series, and Taylor's Theorem; elementary differential equations; and uses of computational tools.
- Prerequisite: MA 141 with grade of C- or better or AP Calculus credit.

A firm understanding of prerequisite topics from calculus I (limits, derivatives, indefinite and definite integrals, fundamental theorem of calculus, integration by substitution, integration by parts, etc.) and precalculus (trigonometry, algebra, graphs, functions, factoring, fractions, etc.) is expected and necessary for success in this course.

- Credit is not allowed for both MA 241 and MA 231.
- This course is **fast paced**, and it may become difficult to catch up if you fall behind. If you miss a class, you should get notes from a fellow student or contact your instructor to see if you can arrange a time to take photos of the work that you missed.

2.2. Structure. The course consists of

- Lectures: This course is scheduled for 3 days a week with the instructor, and those class meetings will be delivered **on-campus**.
- Problem Sessions: Each student is enrolled in and shall attend 50-minute problem sessions 2 days a week with the teaching assistant, and those class meetings will be delivered **on-campus**. Please ensure that you know your problem session's building, room, and time - and attend the corresponding class meetings twice each week. During each problem session meeting, new material will be covered, then exercises on previous topics may be covered - any remaining time will be used for questions.
- Homework: The main purpose of homework is practicing individual methods through problem solving. Once you have access to WebAssign, homework is obtained and submitted online by the posted due dates on the course WebAssign site: **webassign.ncsu.edu**.
 - ★ Each WebAssign homework assignment is due online by 11:50pm on the dates posted on the course WebAssign site / announced in class. All tentative due dates are available now.
 - ★ You have limited submissions for multiple choice answers. If there are only 2 possible choices you will have only 1 submission. If there are 3 or more possible choices you will have 2 submissions. You have 5 submissions for other questions. If the calcPad appears on the right of your screen when you click in the submission area for a question, then you must enter the *exact* answer (fractions, roots, etc.) - no decimals.
 - ★ Use your submissions wisely!

*I highly recommend using separate notebooks for your lecture/problem session notes and your written work/solutions for each WebAssign homework problem. It is important to keep up with this work and not save it for the last minute: the submission system can be finicky, but more importantly, timely completion will help your understanding. Additionally, **the homework may be lengthy and time-consuming**. If needed, extensions may be available, but there is a small penalty to help motivate you to keep up with your work in a timely manner. Extensions may only be granted if requested by 9:00pm (Eastern) on the day before the assignment is due. *Do note, when calculating your final homework grade for this class, the total will be taken out of 900 points (there are 955.5 points available in WebAssign).**

- **Mini-Projects:** As this is an honors section, I will occasionally assign mini-projects which weave together course content and more real-world examples. Specific requirements for each mini-project will be given when assigned, and quality work is expected. **Please see the “Mini-Project Submission Guidelines” and “Rules Regarding Unauthorized Aid on Mini-Projects” documents on our course Moodle page.** You may need to use computational tools such as Desmos to complete mini-projects.

For each mini-project, selected problems will be graded in detail. Unjustified answers will be treated as blank answers; you must show your work in order to receive credit. Mini-project solutions will not be posted unless there is a particularly troubling problem for the majority of the class. You are encouraged to discuss mini-projects with other students, but you must write up the solution in your own words based on your own understanding. Any marked similarity in form or notation between submissions with different authors will be regarded as evidence of academic dishonesty, so protect your work.

- **Tests/Quizzes:** Four 50-minute timed tests (during your scheduled problem session time and in your scheduled problem session building/room):
 - ★ **Thursday, February 3rd**
 - ★ **Thursday, February 24th**
 - ★ **Thursday, March 24th**
 - ★ **Thursday, April 14th**

Information pertaining to these tests and any quizzes will be announced beforehand.

- **Final Exam: Monday, May 2nd, 8:30am-11:00am** in 206 Cox Hall
 - ★ The comprehensive final exam will cover all course material.
 - ★ The final exam is scheduled according to the NCSU final exam schedule. This schedule is posted *now*, so make your end-of-semester travel plans accordingly!!
 - ★ **This exam can *only* be rescheduled if a student has 3 exams within 24 hours and *prior* departmental approval.** This must be done *before* April 22nd.

During each test, quiz, and the final exam, students will place all bags/notes/purses/etc. against the front wall of the classroom. Students will also place cell phones on their initials on a table at the front of the classroom.

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- **One-on-Ones:** Even though this is a masked-on-campus semester with online-office-hours, I want to get to know each of you! Each student will schedule at least two one-on-one meetings with Dr. Brown during the semester; we can chat about your academic career, discuss real-life applications of the course content to your major, and talk about any other questions/concerns/stories/thoughts/etc. that you have. These one-on-ones are different from the optional Student/Office hours, which you can always attend!

Please schedule your two one-on-ones so that

- ★ **One-on-one #1 is before Test #1**
- ★ **One-on-one #2 is at least TWO weeks after one-on-one #1 (and before April 23)**

Select your one-on-one meeting times with me by accessing my appointment calendar through the **“Dr. Brown’s One-on-One Appointment Calendar (Different from Student/Office Hours!)”** link near the top of our course Moodle page. Each “One-on-One Zoom with Dr. Brown!” slot is 15 minutes long. (On the appointment calendar, the boxes look like they are 30 minutes long, but the text indicates the true length of 15 minutes). Expect to chat for 10 minutes or so.

- In the name of the event/appointment, your name will automatically be added in parentheses - **please ADD a brief description** of the purpose of the one-on-one after your name - for instance ‘MA 241 1-on-1 #1’ so that your appointment’s name looks like: “One-on-One Zoom with Dr. Brown! (FirstName LastName - Purpose)”
- If you need to meet with me for >15 minutes, feel free to select additional time slots!
- Please reserve your time slot at least two hours before the meeting is scheduled to begin.
- To select/reserve your one-on-one meeting time, click the link on Moodle to access the Appointment Calendar, then click on an available time slot, then click “Save.”
- To access your one-on-one meeting, you’ll use the Zoom link given when you schedule your appointment.
- Time slots are available throughout the week. Please let me know if you need a different time for your one-on-ones, and we can coordinate.

2.3. Blue (or Green) Books & Index cards.

- By **January 18th**, each student shall bring 65 index cards (3” × 5”) to class. One index card will be used during each class meeting throughout the semester - if you feel comfortable answering the day’s given question, please do so; if not, please write and submit your name and date on the index card. Index cards are available for purchase at the student bookstore, or feel free to use an equally-sized piece of paper.
- By **January 25th**, each student shall submit 4 small blue/green examination booklets and 1 large blue/green examination booklet. ***Do not write anything on the books.*** These books are available for purchase at the student bookstore.

2.4. Attendance Policy. Per NC State policy, attendance will be taken at every class meeting (lectures and problem sessions). Attendance will be taken via index cards, seating charts, or other sign-in methods throughout the semester. Attendance at all class meetings is expected; attendance is expected at all of your scheduled problem sessions. It is the responsibility of a tardy student to request that an absence be changed to a tardy at the end of class. Students are expected to arrive on time, contribute to group work and class discussions, and stay until the class meeting ends.

Students who have 6 or fewer absences (excused OR unexcused) and attend all tests and receive a non-zero score on all tests will be allowed to replace their lowest test grade with their raw final exam score, provided the latter is higher.

2.5. Grading. This course will use the following letter grading cutoffs: 100-97 A+, 96.9-93 A, 92.9-90 A-, and similarly for B/C/D plus/minus/etc. Final course grades are *truncated, not rounded*; that means a 79.999% is truncated to a 79.9%. Grades will not be curved; it is theoretically possible for everyone in the class to get an A (or an F). Your grade depends only on *your* performance, *not* on how everyone else in the class performs. Therefore, it is in your best interests to help your classmates, while keeping the academic integrity policy in mind. Your final grade in this course will be determined by grades earned:

Component	Weight
WebAssign Homework	20%
Mini-Projects	10%
One-on-Ones	2%
Tests/Quizzes	48%
Final Exam	20%

2.6. Corrections to the grading. If a grading error is found on a homework assignment, mini-project, quiz, or test, then you should explain the error **in writing**, attached to the original assignment/project/quiz/test, to Dr. Brown within 2 class periods after the assignment/project/quiz/test was returned. **Do not alter the original work.** The entire assignment/project/quiz/test may be re-graded, and the grade is *subject to remain the same, increase, or decrease*.

2.7. Credit-Only, Audit, and Incompletes. Students who wish to enroll in this class for credit-only should consult with the instructor and their advisor. It is the responsibility of the student to make appropriate and timely changes in **mypack** regarding their chosen course grading system. This course will use the following grading: 100-70 Satisfactory, 69.9-0 Unsatisfactory. Audit grading per University policy. An unfinished Incomplete grade will automatically change to an F after either (a) the end of the next regular semester in which the student is enrolled (not including summer sessions), or (b) by the end of 12 months if the student is not enrolled, whichever is shorter. Incompletes that change to F will count as an attempted course on transcripts. The burden of fulfilling an Incomplete grade is the responsibility of the student.

2.8. Tentative Schedule. In this section of MA 241, we will cover the course content in the following nonstandard order:

Chapter	Topic
0	Review of Calculus I
2	Techniques of Integration
1	Applications of Integration
4	Sequences and Series
3	Differential Equations

2.9. Make-up policy for missing one of the in-class scheduled tests. Test make-up policy is in accordance with NC State policy.

- (1) All anticipated absences must be excused in advance of the test date. These include University duties or trips (certified by an appropriate faculty or staff member), required court attendance (certified by the Clerk of Court), or religious observances (certified by the Department of Parent and Family Services): please see <https://dasa.ncsu.edu/students/absence-verification-process/>
- (2) Emergency absences must be reported within two days of the test date and must be appropriately documented (illness by an attending physician or family emergencies by Parent and Family Services).
- (3) If the absence is excused, there will be one make-up time. If you choose not to take the make-up test and the absence was excused within two days of the original test date, then your raw final exam score will count for that missing test score.
- (4) Make-ups for oversleeping, car trouble, or any other excuse not approved by the University may **ONLY** be given on the day of the test! Time of make-ups will be subject to instructor availability. **There will be an automatic 15 point deduction from the test.**

The make-up test for excused absences [items (1) and (2) above] will occur

Monday, April 25th at 7:00am (Eastern).

This make-up test can only be taken if prior permission has been granted by Dr. Brown *and* the student confirms their intention to take a make-up test via email to Dr. Brown by April 19th. If you miss Test 1 or Test 2, you will take the make-up test which covers these two sections of material. If you miss Test 3 or Test 4, you will take the make-up test which covers these two sections of material. There will be *just this one day and time* for taking a make-up test. If you choose not to take the make-up test and the absence was excused within one week of the original test date, then your raw final exam score will replace that one missing test score.

3. MISCELLANEOUS

3.1. Getting help. *We all know this semester / university-experience / social-distancing / masked-class / online-office-hours / etc. during the COVID-19 pandemic is going to be weird.* Student must take responsibility for their learning and seek help when needed. Communication with the instructor is essential to your success. I want to help! We can chat via email... or Zoom... or our one-on-ones... or Index Cards - I am flexible, and I am here to navigate the situation with you - just reach out to me.

Additionally, the math department's Mathematics Multimedia Center (MMC) has free tutoring in both in-person and online formats on a first-come, first-served basis and is available throughout the week. Read more about this resource here: math.sciences.ncsu.edu/undergraduate/courses-faq/math-multimedia-center/

For in-person MMC tutoring, no appointments for undergraduate level math courses are required, though students should look at the online schedule (at the bottom of the page linked above) for most up-to-date availability for tutors. Students and tutors are required to wear a mask, and students should bring any materials they need, such as notes, books, calculators, etc.

To use the online/virtual MMC tutoring resource and reach an online tutor, please email what class you need help with and your question to ncsumathtutors@ncsu.edu. An NCSU math tutor will contact you ASAP. Thank you for your patience.

Other resources include the NCSU Academic Success Center which has a tutoring center online for help in MA 141: asc.dasa.ncsu.edu/tutoring-and-mentoring/drop-in-tutoring and the Undergraduate Tutorial Center: <http://tutorial.ncsu.edu>

3.2. Course Concept Question & Answer Forum. A forum discussion will be set up in Moodle where you may post questions or answer other students' questions related to course material, WebAssign homework, and mini-projects. *I recommend that you take advantage of this feature, as you may get help quickly from fellow students even if I am not immediately available for help.* In terms of the content that is posted in the forum, I would like you to collaborate in such a way that is in the best interest of everybody reading the posts. If you are considering to use the forum to support your homework/mini-project efforts, first honestly work on the problem. Try to combine all information you have (course notes, textbook, other online resources, etc.). If you still seem to be stuck and you want to ask the forum members, expect support in finding the answers yourself rather than solving the entire problems. *A good hint can be valuable.* Carefully describe what you have already tried to get to a result so that replies can be as specific to your problem as possible. For those kind individuals who want to answer forum questions, please support the learning process and consider helping the poster finding the answers him/her/themself.

You are encouraged to discuss course material, homework, and mini-projects with other students, but you must write up the solution in your own words based on your own understanding. Any marked similarity in form or notation between submissions with different authors will be regarded as evidence of academic dishonesty, so protect your work.

3.3. Students with disabilities. Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, students must register with the Disability Resource Office at Holmes Hall, Suite 304, 2751 Cates Avenue, Campus Box 7509, 919-515-7653. For more information on NC State's policy on working with students with disabilities, please see <http://policies.ncsu.edu/regulation/reg-02-20-01>.

3.4. Code of Student Conduct. The NC State Code of Student Conduct will be upheld, and documentation will be submitted to the Office of Student Conduct for students who violate University regulations on academic integrity. *Sanctioning for academic dishonesty could include a zero score on the assignment, mini-project, test, or final exam in question, a zero in the course, academic probation, or suspension.* Your name on any test or assignment indicates "I have neither given nor received unauthorized aid on this test or assignment." See <http://policies.ncsu.edu/policy/pol-11-35-01> for a detailed explanation of academic honesty. Violations of academic integrity will be handled in accordance with the Student Discipline Procedures: <https://policies.ncsu.edu/regulation/reg-11-35-02>.

3.5. Electronically-hosted Course Components. Please be advised this course will be recorded for current and potential future educational purposes. By your continued participation in this recorded course, you are providing your permission to be recorded.

Students may be required to disclose personally identifiable information to other students in the course, via electronic tools like email or web-postings, where relevant to the course. Examples include online forum discussions of class topics, and posting of student coursework. All students are expected to respect the privacy of each other by not sharing or using such information outside the course.

This course may use digitally-hosted course components such as Moodle, Zoom, Mediasite, G Suite tools, WebAssign, Desmos, and proctoring software.

3.6. Calculators and Computers.

- Unless prior arrangements have been made with the instructor, laptop computers are never allowed to be used during class.
- No devices are allowed during in-class tests, quizzes, or the final exam, including, but not limited to, non-graphing calculators, graphing calculators, cell phones, tablets, and computers.
- If permission is explicitly granted in writing by Dr. Brown that all students may use devices during an in-class test, quiz, or the final exam, only non-graphing/non-programmable calculators with no calculus (differentiation/integration) capabilities are allowed to be used.
- You may use calculators or computers as you work through homework assignments and mini-projects, but unjustified answers will be treated as blank answers. You must show your work in order to receive credit. You may need to use computing tools such as Desmos to complete homework assignments or mini-projects.

3.7. Non-Discrimination Policy. NC State provides equal opportunity and affirmative action efforts, and prohibits all forms of unlawful discrimination, harassment, and retaliation that are based upon a persons race, color, religion, sex, national origin, age, disability, gender identity, genetic information, sexual orientation, or veteran status. NC State's policies and regulations covering discrimination, harassment, and retaliation may be accessed at <http://policies.ncsu.edu/policy/pol-04-25-05>. Any person who feels that he or she has been the subject of prohibited discrimination, harassment, or retaliation should contact the Office for Equal Opportunity.

Students are responsible for reviewing the NC State University Policies, Rules, and Regulations which pertain to their course rights and responsibilities, including those referenced both below and above in this syllabus: <https://policies.ncsu.edu/policy/pol-04-25-05> with additional references at <https://oied.ncsu.edu/divweb/policies/> and Code of Student Conduct <https://policies.ncsu.edu/policy/pol-11-35-01>.

3.8. Diversity and Inclusivity.

- Diversity and inclusivity are important to the success of our students at NC State. Everyone who comes to NC State enriches us through their varied perspectives, knowledge, and backgrounds. Our classroom is one in which every student is respected and feels heard.
- In an effort to affirm and respect the identities of transgender students in the classroom and beyond, please contact me if you wish to be referred to using a name and/or pronouns other than those listed in the student directory.

3.9. Supporting Fellow Students in Distress. As members of the NC State Wolfpack community, we each share a personal responsibility to express concern for one another and to ensure that this classroom (as well as the campus as a whole) remains a healthy and safe environment for learning. Occasionally, you may come across a classmate whose personal behavior concerns or worries you, either for your classmate's well-being, for your well-being or for the well-being of others. When this is the case, I would encourage you to report the behavior on the link located on NC State's Students of Concern website <http://go.ncsu.edu/NCSUcares>.

Additional off-campus resources available 24 hours / 7 days a week include:

- National Suicide Hotline: 1.800.273.TALK (8255)
- Hopeline (confidential local hotline): 919.231.4525 or 1.877.235.4525

3.10. Syllabus Updates. Our syllabus represents a flexible agreement. The pace of the class depends on student mastery and interests. Thus, minor changes to the syllabus can occur if we need to slow down or speed up the pace of instruction. The posted WebAssign due dates show the tentative schedule of course topics and textbook sections.

As the semester progresses, any modifications to the course syllabus will be available on the course Moodle page.

4. COVID-19 (CORONAVIRUS) PANDEMIC

Due to the COVID-19 (coronavirus) pandemic, public health measures continue to be implemented across campus. Students should stay current with these practices and expectations through the Protect the Pack website: <https://www.ncsu.edu/coronavirus/>. The sections below provide expectations and conduct related to COVID-19 issues.

4.1. Health and Participation in Class. We are most concerned about your health and the health of your classmates and instructors/TAs.

- If you test positive for COVID-19, or are told by a healthcare provider that you are presumed positive for the virus, you should not attend any hybrid or face-to-face (F2F) classes. Please work with your instructor on any adjustments necessary; also follow other university guidelines, including self-reporting: <https://healthypack.dasa.ncsu.edu/coronavirus/>. Self-reporting is not only to help provide support to you, but also to assist in contact tracing for containing the spread of the virus.
- If you feel unwell, even if you have not been knowingly exposed to COVID-19, please do not come to a F2F class or activity.
- If you are in quarantine, have been notified that you may have been exposed to COVID-19, or have a personal or family situation related to COVID-19 that prevents you from attending this course in person, please connect with your instructor to discuss the situation and make alternative plans, as necessary.
- If you need to make a request for an academic consideration related to COVID-19, such as a discussion about possible options for remote learning, please talk with your instructor.

4.2. Health and Well-Being Resources. These are difficult times, and academic and personal stress are natural results. Everyone is encouraged to take care of themselves and their peers. If you need additional support, there are many resources on campus to help you:

- NCSU Counseling Center: <https://counseling.dasa.ncsu.edu/>
- Student Health Center: <https://healthypack.dasa.ncsu.edu/>
- NCSU Counseling Center Self-Care: <https://counseling.dasa.ncsu.edu/resources/self-help-resources/self-care/>
- If the personal behavior of a classmate concerns or worries you, either for the classmate's well-being or yours, we encourage you to share/report this behavior to the NC State CARES team: https://cm.maxient.com/reportingform.php?NCStateUniv&layout_id=2
- If you, or someone you know, are experiencing food, housing, or financial insecurity, please see the Pack Essentials Program: <https://dasa.ncsu.edu/support-and-advocacy/pack-essentials/>

4.3. Community Standards Related to COVID-19. We are all responsible for protecting ourselves and our community. Please see the Community Standards (which have been updated for 2021) at <https://www.ncsu.edu/coronavirus/community-standards> and University regulations regarding Personal Safety Requirements Related to COVID-19 at <https://policies.ncsu.edu/rule/rul-04-21-01/>

4.4. Course Expectations Related to COVID-19.

- **Face Coverings:** All members of the NC State academic community are expected to follow all university policies and guidelines, including the Personal Safety Rule (<https://policies.ncsu.edu/rule/rul-04-21-01/>) and Community Standards (<https://www.ncsu.edu/coronavirus/community-standards>) for the use of face coverings. Face coverings are required in class, in instructional spaces, and in all NC State buildings. Face coverings should be worn to cover the nose and mouth and be close fitting to the face with minimal gaps on the sides.

If a student refuses to comply with the Community Standards in a classroom or laboratory setting, in addition to possible disciplinary action, the student may be required to leave the class or lab setting. In such a circumstance, the absence may be treated as an unexcused absence.

Failure to follow the Community Standards or any other university policy or guidance related to COVID-19 health and safety may lead to administrative and/or disciplinary action. Violations of state or local laws, ordinances, or executive orders are also subject to criminal citations or penalties. See the Office of Student Conduct COVID-19 page for more information about requirements and sanctions for violating Community Standards. See also RUL 04.21.01 - Personal Safety Requirements Related to COVID-19 at <https://policies.ncsu.edu/rule/rul-04-21-01/>

- **Course Attendance:** NC State attendance policies can be found at: <https://policies.ncsu.edu/regulation/reg-02-20-03-attendance-regulations/>. If you are quarantined or otherwise need to miss a synchronous class meeting because you have been advised that you may have been exposed to COVID-19, you should not be penalized regarding attendance or class participation. *However, you will be expected to develop a plan to keep up with your coursework during any such absences.* If you become ill with COVID-19, you should follow the steps outlined in the health and participation section above. COVID 19-related absences will be considered excused; documentation need only involve communication with your instructor.
- **Technology Requirements:** This course requires particular technologies to complete coursework. NC State's Online and Distance Education provides additional technology requirements and recommendations for computer hardware at <https://online-distance.ncsu.edu/get-started/technology-requirements/>. ***If you need access to additional technological support, please see the NC State Libraries' Technology Lending program*** at <https://www.lib.ncsu.edu/devices>.

SINCE THIS COURSE MAY USE...

Moodle
G Suite tools
WebAssign
Zoom

Mediasite/Panopto recordings

Proctoring software

YOU WILL NEED...

Computer and reliable Internet access
Computer and reliable Internet access
Computer and reliable Internet access
Computer and reliable Internet access
with adequate bandwidth;
web camera, headphones, microphone
Computer and reliable Internet access
with adequate bandwidth
Computer with specific platforms/operating system;
high-bandwidth Internet access;
web camera, headphones, microphone

For more information about Technology Requirements, including proctoring software such

as Respondus LockDown Browser, Respondus Monitor, Proctorio), please see <https://docs.google.com/document/d/1Bfrka-Y4qm3WouAG0nCm0YBAytykTjQjvEBErBkNDgc/>

- Electronically Hosted Components: Please be advised this course is being recorded for current and potential future educational purposes. By your continued participation in this recorded course, you are providing your permission to be recorded.

4.5. Course Delivery Changes Related to COVID-19. Please be aware that the situation regarding COVID-19 is frequently changing, and the delivery mode of this course may need to change accordingly. Regardless of the delivery method, we will strive to provide a high-quality learning experience.

4.6. NO LONGER AVAILABLE: Grading / Scheduling Changing Options Related to COVID-19.

- Two policies, enhanced S/U Grading Option and Late Drop, put in place at the beginning of the COVID-19 pandemic have been discontinued.
- In some cases, an option may be to request an “incomplete” in the course. If you are experiencing difficult or extenuating circumstances, you should discuss possible options with your instructor and your academic advisor.

4.7. Need Help? If you find yourself in a place where you need help, academically or otherwise, please review these Step-by-Step Help Topics: <https://dasa.ncsu.edu/step-by-step-help-topics/>

4.8. Other Important Resources.

- Keep Learning: <https://dasa.ncsu.edu/academics/keep-learning/>
- Protect the Pack Frequently Asked Questions: <https://www.ncsu.edu/coronavirus/frequently-asked-questions/>
- NC State Protect the Pack Resources for Students: <https://www.ncsu.edu/coronavirus/students-families/>
- Academic Success Center (tutoring, drop in advising, career and wellness advising): <https://asc.dasa.ncsu.edu/>
- NC State Keep Learning, tips for students opting to take courses remotely: <https://dasa.ncsu.edu/academics/keep-learning/>
- Introduction to Zoom for students: <https://youtu.be/5LbPzzPbYEw>
- Learning with Moodle, a student’s guide to using Moodle: <https://moodle-projects.wolfware.ncsu.edu/course/view.php?id=226>
- NC State Libraries’ Technology Lending Program: <https://www.lib.ncsu.edu/devices>