MAC 2312: Calculus II, Fall 2025
Online Sections 19DB(Res.), 21HE(UFO), 3A47(DE)

CONTACT INFORMATION:

Course Coordinator/Instructor

Kwailee Chui

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Teaching Assistants (TA)

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The course homepage is on e-Learning Canvas. The office hours can be found on Canvas.

IMPORTANT: While taking this class online, you must have access to a steady internet and a reliable computer. All work is done online. Work schedule conflict, traveling or lack of internet access are not acceptable excuses for a make-up.

Your TA is the main resource in the course. She is available via office hours and emails.

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 videos, lecture notes outlines, office hours, discussion forums, announcements, free help information, etc, can be accessed from this site.

Students should begin the course by first familiarizing themselves with the syllabus and the course Canvas before viewing the lecture videos. To view the videos, please click on the 'L01: Integration by Parts' button on the course Canvas homepage.

PREFERRED METHOD OF CONTACT: For personal course related matters, reach out directly to your TA via Canvas Inbox or UF email. For general course-related non-personal questions, ask them during office hours or post them on any of the 3 course Discussion Forums on the Canvas page.

ONE-WEEK POLICY: You are responsible for verifying that your grades are accurate. You should check your grades in Canvas regularly and consult with your TA if you have any questions about the recorded grades. You have **one week** after a score has been posted (or by the last Wednesday of the term, whichever comes first) to contact your TA if you believe there has been a recording error and have your grade issues resolved.

Note: There is no grade dispute, reopening of missed assignments at the end of the semester.

MAC 2312 Online Course Calendar, Fall 2025

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			8/21 Familiarize with Syllabus and Course Canvas	L1/LP1	
8/25 L2/LP2	L3/LP3	L4/LP4	Syllabus Quiz	HW1(L1-2) ConflictReqDue	HW2(L3-4)
9/01	L5/LP5 L6/LP6	L7/LP7		HW3(L5-6)	Q1(L1-4)
9/08 L8/LP8	L9/LP9	L10/LP10		HW4(L7-9)	Q2(L5-8)
9/15 L11/LP11	L12/LP12	L13/LP13		HW5(L13) HW6(L1-13)	Q3(L9-13)
9/22 PracticeE1 DIS1	**Exam1 (L1-13)**	L14/LP14	L15/LP15	L16/LP16	HW7(L14-15)
9/29 L17/LP17	L18/LP18	L19/LP19		HW8(L16-17) HW9(L18)	Q4(L14-15)
10/06 L20/LP20	L21/LP21	L22/LP22		HW10(L19) Q5(L16-19)	HW11(L20)
10/13 L23/LP23	HW12(L21-22)	HW13(L14-23)		Q6(L20-23)	DIS2 PracticeE2
10/20 **Exam2 (L14-23)**	L24/LP24	L25/LP25		L26/LP26	HW14(L24)
10/27 L27/LP27	L28/LP28	L29/LP29		HW15(L25-26) HW16(L27-28)	Q7(L24-25)
11/03 L30/LP30	L31/LP31	L32/LP32		HW17(L28-29) HW18(L24-29)	Q8(L26-29)
11/10 L33/LP33	L34/LP34	L35/LP35		HW19(L30-31) HW20(32-34)	Q9(L29-33) HW21(L30-35)
11/17 Q10(L34-35)	PracticeE3 DIS3	**Exam3 (L24-35)**	L36/LP36	L37/LP37	HW22(L36-37)
11/24 Thanksgiving	Break	Week			
12/01 HW23(Rev36-37)	Q11(L36-37)	PracticeE4 DIS4			**Finals (L1-37)**

- Other than the exams, all work is open on the first day of the semester. You may always complete & submit work early if you have other plans, but not late.
- If you have commitments made before the semester has started, or if you have religious observance that conflict with an exam date, you may request for an exam makeup. All conflict-requests need to be made by the second Friday.
- Homework and Review assignments (LP, HW, PracticeE) are due at 11:59PM EST on the date in the calendar with a 48- hours grace period, except for PracticeE4 due the last Wednesday of the semester.
- All Quizzes and Discussion Boards (Q, DIS) are due at 11:59PM EST on the date indicated on the calendar.
- Each Exam is open from 1AM – 11:59PM EST on the date specified on the calendar, proctored by Honorlock. Begin exam no later than 9pm EST (no later than 8pm EST for finals).   Final exam-Saturday, Dec 6 is cumulative.
- Calculus 1 Review lessons: L11 (limits), L12 (L'Hospitals' Rule). Mini Calculus 2 review lessons: L10, 23, 35.

  Due date is NOT Do date. If you wait to submit and you run into any issues, you will be out of luck.

2. INTRODUCTION

2a. COURSE DESCRIPTION and CONTENT. MAC2312, Calculus II, a 4-credit course, is the 2nd semester in the three-semester calculus sequence MAC2311, 2312, 2313 covering basic calculus. The course begins where MAC2311 left off at integration techniques, followed by a study of infinite sequences and series culminating with Taylor Series and applications, followed by a study of parametric equations and polar coordinates and concludes with integration applications.

This is an ONLINE VERSION of MAC2312 – all content is delivered online. Students view 37 online *lecture* videos*(L)* and complete 37 *lecture Participation* questions *(LP)* and 23 online *homework (HW)* in Canvas. Students are encouraged to engage in discussion forums by posting both questions and answers on the 3 *Discussions* Boards on Canvas. Students will take online assessments of proctored quizzes and exams. Eleven *quizzes* (Q), three unit- *exams* (*Exam*) and a *cumulative* final exam (*Exam 4*) are posted on Canvas and administered through Honorlock. There is no drop of any exams. You must take the exams on the dates specified in the course calendar.

2b. PREREQUISITES. MAC2311 with a minimum grade of C or AP/IB/AICE credit for MAC2311 or higher. MAC2312 assumes that you have essential PreCalculus skills (both Algebra and especially Trigonometry) as well as the calculus 1 skills necessary to succeed in this course.

Students may find a short list of review materials in the last section of this syllabus, and in the Course Resources on Canvas as well as the review lessons L11 (limits) & L12 (L'Hospitals Rule). We encourage students to review the prerequisite material now to gain a strong knowledge to succeed in calculus II. MAC2312 begins with integration chapter, you should already be competent in integrating simple functions and the use of u-substitution. We strongly recommend students who are having difficulty with these core calculus skills to review MAC2311 (or take the UF MAC 2311 course if you have not done so). You may switch courses on one.ufl.edu during the drop-add period.

2c. General Education Objectives and Learning Outcomes. This course is a mathematics (M) course in the UF General Education Program. Completing this course with a minimum grade of C will satisfy the student's State Core Mathematics requirement of the UF General Education Program. Courses in mathematics provide instruction in computational strategies in fundamental mathematics including at least one of the following: solving equations and inequalities, logic, statistics, algebra, trigonometry, inductive and deductive reasoning. These courses include reasoning in abstract mathematical systems, formulating mathematical models and arguments, using mathematical models to solve problems and applying mathematical concepts effectively to real-world situations.

After successful completion of this course students will have demonstrated competency in the following Student Learning Outcomes (SLOs):
• **Content**: Students demonstrate competence in the terminology, concepts, theories, and methodologies used within the discipline. After completing this course students will gain a knowledge of integration, series, and parametric equations and polar coordinates.
• **Communication**: Students communicate knowledge, ideas, and reasoning clearly and effectively in written and oral forms appropriate to the discipline. Throughout this course students will communicate mathematical ideas through writing on their discussion posts and written assignments as well as verbally during office hours.
• **Critical Thinking**: Students analyze information carefully and logically from multiple perspectives, using discipline-specific methods, and develop reasoned solutions to problems. Students will apply their knowledge to solve problems concerning topics that include, but are not limited to, techniques of integration, calculation of volumes of revolution, determining the convergence or divergence of infinite series, using power series representations to evaluate functions and integrals, using the calculus of parametric equations to calculate arc length and graphing, and calculating the areas of polar curves. This will be assessed through homework assignments, discussion quizzes and exams.

2d. REQUIRED MATERIALS. In this course, we will be using lecture notes provided in Canvas. There is no required textbook for this course. However**,** you may use any calculus book as reference. An open-source textbook at [Openstax volume 2](#) is a good source for additional explanations and supplementary exercises. This textbook is supplemental only and is not required. I also encourage you to use the free online Guided Learning Calculus 2 ([GLC2](#)) for additional explanations and supplementary exercises.

Lecture Notes Shell: You will need to have a printed copy of the lecture note outlines/shell to take notes while watching the lecture videos. (see 2i on ways to access the note shell.)

Computer access and requirements: The University of Florida expects students entering an online program to acquire computer hardware and software appropriate to their degree program. A student's computer configuration should include:
- Microphone
- External Webcam
- Broadband connection to the internet and related equipment

This course also requires:
- Chrome browser
- Honorlock Chrome Extension
- Smart phone (as a side-view camera) if you don't have an external webcam
- Camo or EpocCam App (to set up the smartphone as a side-view camera)

Students must verify that their work is submitted successfully *before* the deadline. All assignments should be taken on a computer, not a cell phone or tablet, since there may be compatibility issues with CANVAS. Be sure you are using only **Chrome,** the required browser that works with Honorlock.

Technical Issues: For technical issues relating to online assignments, it's preferred that you do one of the following:
- Reach out to your TA or instructor with plenty of notice before the assignment's deadline,
- Contact the [UF Computer Helpdesk](https://helpdesk.ufl.edu) at https://helpdesk.ufl.edu or 352-392-HELP (4357), walk-in HUB 132 during office hours with plenty of time before assignment is due,
- Post it in the Discussion forum, if it is not private or personal, with plenty of time before it's due.

You may reach us during office hours or send us an email. When you contact the helpdesk to trouble shoot your technical issues, you should take screenshots of the full screen including the tasks bar on the top of the screen and the task bar on the bottom of the screen including the clock. State the trouble you encounter to help with trouble shooting. These issues should not be used as an excuse the night before an assignment is to be closed as you have advance access to all assignments and you have 48-hours grace period for the Lecture Participation (LP), Homework (HW) and exam review assignments (PraceiceEn). Any request for makeup for an exam due to technical issues should be accompanied by the ticket number received from the UF Computer Helpdesk. The ticket number will document the time and date of the problem. You should email your TA within 24 hours of the technical issues if you wish to request a makeup. There is no re-take on any assessments.

Find another computer (ex. library) to work on while waiting for help. Whatever you do, do not idle while waiting for help.

2e. ASSIGNMENT CALENDAR. (p.3) All course material, assignments and quizzes are available from the start of the semester. Check the course calendar for due dates and plan your schedule accordingly. You may do more lessons and complete your work **early** if you have plans on the due date, but you must take exams on the assigned date.

A 48-hours grace period is granted to allow students to turn in the Syllabus Quiz (syllabus quiz), lecture participation questions (LP), homework (HW) or exam practices (PracticeEn) 48 hours late without penalty**.** All other assignments must be submitted by the date indicated on the calendar. **DueDate is NOT DoDate**. The internet sometimes is not reliable; a reason you should not wait till the last hours to complete your online assignment. If your computer or internet goes down while you try to submit an assignment, you will need additional time, and you may miss a due date. If you miss a due date, no credit will be given for the work not submitted. Make sure that you do not wait till the last hours to submit your work and that your submission is completed prior to the due date.

2f. E-Learning CANVAS. Elearning Canvas, a UF course management system, is located at elearning.ufl.edu. Use your Gatorlink username and password to log in. All course materials information including your grade, syllabus, lecture notes outline, office hours, course calendar, mail tool, discussion forums, free help information, etc. can be accessed from this site.

E-Learning Announcements are sent throughout the semester. **TURN ON Notifications** from Canvas so that you get timely course information in your UF email. Select "Notify Immediately" for *Announcement*, *Discussions* and *Grading*. See [Turn on Alert](#) for Canvas Notification settings.

==**One-Week Rule** – You are responsible for verifying that your grades are accurate in Canvas. 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.==

2g. EMAILS. Your TA is your first contact in the class. Contact your TA if you have personal/private course related issues that are not addressed in syllabus or announcements. Please cc your instructor in the email. For non-personal/private issues, please post them in any of the 3 discussion forums in Canvas. Feel free to post answers. Your instructor and your TA will respond to the posts.

All communication between students and instructors and between students should be respectful and professional. All official class communications will be sent only to the ufl.edu addresses or via Announcements. Students are responsible for acquiring and checking their @ufl.edu email account, their Canvas inbox and Announcement regularly. Be sure to sign your name to your e-mails.

Please note: Important course information is clearly communicated in this syllabus and in Canvas. Due to the volume of email received by the instructor and TA, we cannot reply to each request for this well publicized information. If you cannot find your answer in the resources above, there are also 3 discussion forums available on Canvas. Please use them to post non-personal questions and to supply answers to your fellow classmates. Primarily, we will use the discussion boards to work together on homework problems and studying for the exam. Using the discussion board DISn also presents a bonus-point opportunity. If you have private course-related questions that you can't find answers above, you will need to contact your TA as soon as possible and have them resolved in a timely manner. Whenever you email your TA, you should also cc the instructor to keep her in the loop. Do not post quiz and exam questions in discussion boards.

2h. EVALUATION. 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/.

2i. LECTURE VIDEOS. The lecture videos provide the main presentation of course material. They introduce and provide examples of new course material. All lecture videos are available from day one of the semester. Attendance (that is, watching the lecture videos (L) weekly and working out the Lecture Participation questions (LP) of these lectures) is required, it's a great way to review the past lessons, learn the new material and missing just a few will put you behind in the class. You can access lecture videos directly through each lecture on the Canvas Home Page under 'Lectures'. Re-watch them if necessary.
- To stay current with the course, you must watch the lecture video weekly following the schedule posted in the course calendar. You may start early and stay ahead so you don't miss any due dates.
- You should watch the lectures and answer the Lecture Participation questions (LP) and complete homework problems (HW) on Canvas. If you like to watch it every other day, there is a 48-hours grace period. I suggest

having work submitted by the due date and only use the grace period for the absolute emergency such as internet, computer, traveling, weather, etc. related emergencies.

- It's possible to **get ahead** in this class if you complete each assignment early, but you must take exams on the specified dates. **If you have other commitments, adjust your schedule to complete the assignments earlier rather than later.**

Lecture Notes Shell/outline: Taking lecture notes while watching lecture videos is essential to your learning. You may find lecture note shell in the table of 'lecture notes' under the Course Resources in the course Canvas. All lecture notes shell is accessible from the first day of the term. It is important that you should have a hard copy, this will make it easier to take notes while watching the videos and to study for homework/quizzes/exams. There are many options to access the note shell: Print out each lecture, print out all lectures, or purchase a printed and bind copy at Target Copy (if you are in Gainesville, otherwise, beware that there is extra cost for shipping). Or, you can simply download a digital copy if you use a tablet to take notes.

Class lecture videos and class lecture outlines are educational presentations intended to inform or teach enrolled students the subject. Publication without the permission of the instructor is prohibited. To "publish" means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third-party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

2j. SUCCESS & FREE HELP: Other than having a strong precalculus and calculus I background, success in MAC 2312 depends largely on your attitude and effort. Keeping up with the lecture videos is critical. You may find it beneficial to work daily on the material as opposed to saving it all for one day. It is not effective to watch videos and copy notes without following the thought processes involved in the lecture.   For that reason, there are Lecture Participation questions for each lecture which you will need to submit the answer in Canvas as part of your course grade.

EXPECTATION: This is a very challenging course. **Treating it as anything less than that is inherently unwise, both for your learning and for your grade. Be aware that much of the learning of mathematics at the university takes place** *outside of the classroom* (in an online class, this means the time spent working on the material *after having* watched each lecture video). At a minimum, we expect students to spend 3 hours (in addition to watching lecture videos) *effectively* studying on their own for every credit hour of the course. MAC 2312 is a 4-credit course, which means *at least* 12 hours per week preparing and practicing problems for this course *in addition to watching lecture videos*. If you are not doing as well as you would have liked in MAC 2312, you may need to put forth more effort. Keep in mind that the goal is to be able to apply the techniques of calculus to problems, not just reproduce the problems you see in class.

Do you know that it takes roughly 45 lecture hours in colleges vs. roughly150 lecture hours in high school to complete a calculus course? The fact of the matter is that university calculus courses go 3^+ times faster and that you probably won't do well if you don't study regularly, or if you wait till the week of the exam to start preparing for the exam. Much of the learning is on you. Students who study regularly are more likely to do well on the course. Therefore, it is critical that you keep pace with the course material and assignments each week, Practice, practice and practice. Do not fall behind.

Use the resources available as you study! We encourage you to ask questions, seek help from office hours, Discussions board, and the Office of Academic Resource Center, Math Help Center in LIT 215, free UF online tutoring services. Do not let misunderstandings go unanswered.
We encourage students to work together on homework, and an important resource to facilitate communication in an online course is the Discussions boards in CANVAS. You should check the Discussions boards regularly, posting

questions and answers. The effort of asking questions, communicating ideas with fellow students, as well as writing solutions, are effective tools in helping you better understand calculus concepts.   This is YOUR forum, take advantage of it by participating in it.

Be a responsible learner! In studying calculus, you must be careful not to let a tutor, a friend or calculator 'think' for you. Be sure to compare the material from tutors, if you use one, with the class material and ask questions to make sure that you can work out problems completely on your own before a quiz or an exam.

It's our hope that through *focused study and practice* you will gain a true appreciation for the important concepts of calculus and their application. We want you to succeed in this class! Be positive and keep up with the course, take the initiative to *get timely help,* before you get too far behind. Students with a positive attitude who are intellectually engaged in learning the material will get the most from the course.

FREE HELP:
- Office hours are a great way to get help. Consider attending your instructor and/or your TA's office hours. If there are multiple TAs in a class, you may go to any TAs' office hours. You can find these hours listed on the Canvas Homepage.
- Posting your questions on Discussion Boards on Canvas is another way to get help.
- The Math Help Center in Little 215 is open for drop-in assistance with homework Monday through Friday from 9:30 to 4:00 (or go to LIT 215 to check out the current hours). It is staffed by mathematics graduate students, your TAs and undergraduate assistants. Please note that this space is not designed for intense tutoring, but rather as a resource for quick questions and explanations. You should not expect the staff to help you if you have not at least begun your homework and have specific questions. Moreover, they absolutely will not assist you with quizzes or any other such work.
- Teaching Center: Located at 1317 Turlington Hall, 352-392-2010 or to make an appointment 352- 392-6420. This is a free UF tutoring service staffed by trained math and science students to provide help with your calculus homework questions. Tutors will be glad to provide guidance on your questions after you have attempted them on your own. You may want to attend different hours to find tutors with whom you feel most comfortable. You can also request free one-on-one tutoring. They also provide videos of exam review and sample test problems. Check the webpage, Academic Resources Tutors, for a map of the location, tutoring hours, and test review dates (these dates normally sync with the live sections' exam dates, they may not sync with the online exam dates) and locations. All students are encouraged to use this free service.
- Free textbooks provided on page 1 in this syllabus.
- UF Computing Help Desk at 352-392-4357 or via e-mail at helpdesk@ufl.edu for E-learning technical support.
- U Matter, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit U Matter, We Care website to refer or report a concern and a team member will reach out to the student in distress.
- Visit the University Police Department website or call 352-392-1111 (or 9-1-1 for emergencies).
- UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; Visit the UF Health Emergency Room and Trauma Center website.
- For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the GatorWell website or call 352-2734450.
- Call 352-392-1161 for 24/7 information to help you find the care you need or visit the Student Health Care Center website.
- Visit The Counseling and Wellness Center website or call 352-392-1575 for information on crisis services as well as non-crisis services.

- [Career Connections Center](): Reitz Union Suite 1300, 352-3921601. Career assistance and counseling services.

2k. STUDENTS REQUIRING ACCOMMODATION. Students requesting academic accommodations must first register with the Dean of Students Office [Disability Resource Centr (DRC)] , (352-392-8565). This must be done as early as possible in the semester, so there is adequate time to make proper accommodation. Please note that DRC does not provide testing location for proctored online assessments.

2l. ACADEMIC HONESTY.
Academic Honesty Guidelines:
UF students are bound by The Honor Pledge which states "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Conduct Code specifies a number of behaviors that are in violation of this code and the possible sanctions. See the [UF Conduct Code website] for more information. If you have any questions or concerns, please consult with the instructor or TAs in this class.
The mathematics department expects you to follow the Student Honor Code. We are bound by university policy to report an instance of suspected cheating to the proper authorities. Do not discuss your proctored-work with other students. If you have any questions, talk to the TA and instructor only. Getting help from others and unauthorized AI use will be considered a violation of the Student Honor Code and will be subject to the SCCR(Student Conduct and Conflict Resolution) hearing process. You may find the [Student Honor Code] and read more about student rights and responsibilities concerning academic honesty.

2m. DIVERSITY & INCLUSION. 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.

3. GRADING
3a. COURSE GRADE SCHEME. Your course grade is determined by unweight points as follows:

Syllabus Quiz and 37 Lecture Participation (**drop 3** lowest LP) (Sy.Q + 34 LP)	109 points
Online Homework Group 1 (**drop 1** lowest) (17 HWn)	51 points
Online Homework Group 2 (5 HWn)	25 points
Quiz (**drop 1** lowest) (10 Qn)	100 points
3 Unit Exams(100 each) & 1 cumulative Final(115)	415 points
Total Points:	700 points

Your final grade will be rounded to the nearest hundredths of the total points. Your letter grade will be determined by *total points earned* according to the following scale.
There will be no additional curve in this course, extra assignments for individual students to improve their grades are NOT possible.

630 – 700	A	609 – < 630	A –	588 – < 609	B+	560 –< 588	B
539 – < 560	B–	518 – < 539	C+	490 – < 518	C *	469 – <490	C–
448 – < 469	D+	420 – < 448	D	350 – < 420	D–	0 – <350	E

A minimum grade of C (not C –) is required for the General Education Mathematics credit. Courses intended to satisfy General Education requirements cannot be taken S-U.

For those taking the 'S – U' option: S > 70%, U < 70%.

Approval of the 'S – U' option must be approved by the registrar's office. The deadline for filing an application with the Registrar and further information 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 [Undergraduate Catalog]().

NOTE: We will not review disputed points at the end of the semester. All grade concerns must be settled *within one week of the posting of the grades*. No reopening of missed assignments outside this window nor at the end of the semester. Please refrain from reaching out at the end of the semester to ask for your grade to be rounded up or to inquire about extra assignments or opportunities, or to reopen missed assignments. There are hard cut-offs and deadlines for all assignments for a reason. Given the number of students in this class, it's not feasible to give out extra work once the semester has ended.

TA(teaching assistant) – Your main resource is your TA. Contact your TA immediately if you have problems in this class. They are available during office hours or by appointment. You should check Canvas regularly and consult with your TA if you have any questions about any recorded grades. All grade concerns must be taken care of within one week of the posting of the score. If you have concerns which cannot be handled by your TA, please contact your instructor.

3b. EXTRA CREDIT. You may earn up to 728 out 700 points in this class by posting Q&A in Discussion Board (DIS), and complete the exam practices (PracticeEn). These are your only opportunities to earn extra credit this semester. No other extra credit will be offered. Since Canvas gradebook does not do extra credit, your course letter grade will be manually adjusted and updated in Canvas *after* all grades are in at the end of the semester. No makeup or extension on any extra credit assignments.

3c. INCOMPLETE GRADES POLICY A student who has completed a major portion of the course with a passing grade but is unable to complete the final exam or other course requirement due to illness or emergency may be granted an incomplete, indicated by a grade of I. This allows the student to complete the missed assignment during the first two weeks of the following semester. See the policy on the [math department criteria](). If you meet the criteria, you must contact the instructor before the final's week (or as soon as conditions allow you in case of an emergency) to be considered for an I. You will be asked to sign an 'incomplete grade contract', and you must provide documentation of the extenuating circumstances preventing you from completing the final course assignment. The grade of I only allows you to make up your incomplete work, not redo your work, or retake a missed work.

3d. GETTING STARTED:

Log in to [Canvas]() and familiarize yourself with the syllabus and the clickable links in Canvas. Take the proctored Syllabus Quiz (SyllabusQ) to make sure you understand what is expected of you in this course. Since the quiz is proctored by HonorLock, it allows you the opportunity to test out taking proctored assessments before you take a real quiz. You have 5 attempts for this quiz. After you have done that, you are ready to begin.

3e. WATCH LECTURE VIDEOS (L) AND COMPLETE LECTURE PARTICIPATION (LP) – Go to Canvas Homepage to access each lecture. Each lecture has an introductory page including the concepts to be covered, and activities you need to do for this lecture. Viewing the video and completing the Lecture Participation (LP) are important aspects of the learning process. We encourage you to use the notes as well as the videos and the Discussions boards to help answer these questions. Your Lecture Participation scores and feedback are displayed immediately after your submission. There is a total of three dropped LP grades at the end of the semester. We give 48-hours grace period for LP submissions. After completing LP, you are ready to do homework problems (HW).

NOTE: At the time of the taping, we used Early Transcendental Calculus by Stewart. A textbook is no longer required. Please go by the 'topic name' and not by chapter numbers mentioned in the videos.

3f. ONLINE HOMEWORK (HW) – you can also find all your assignments under the 'Assignments' tab on the left side of the Canvas homepage. Go to the Assignments tab to select the assignment. There are two groups of Homework. Group 1 is 'topic' based while group 2 is 'mini review' of some topics. Your homework score and feedback are displayed immediately after your submission.

Please check that your scores are in fact recorded before you exit. Reach out to your TA as soon as possible of any technical difficulties that may arise. If you encounter any difficulties, you could try using another computer such as the library computer. There are also many libraries that you can utilize to complete your online work. Please do not idle while waiting for help.

You may also contact the UF Helpdesk to troubleshoot while you are experiencing the issues. and post them in Discussion board to see if your classmates have the same issue. If you feel these issues will impact your performance, please let your TA know with advance notice. Technical difficulties are not an excuse for missing an assignment. Please start your work early and give ample notice if you encounter issues.

There will be one drop of the HW grade (from group 1) at the end of the semester.

All assignments have posted due dates and will follow our pace in the course. Please keep up the due dates of the assignments. We grant a 48-hours grace period for LP and HW submissions, they are not accepted after the grace period ends. Homework extension is only possible upon the approval of the Dean of Students office if you experience extraneous emergencies.

Personal computer issues are not a valid reason for any type of extension. It is strongly recommended that you begin the homework well before the due date to account for any unforeseen difficulties. The same is true to multiple assignments being due in other classes at the same time. This is an online class where all assignments are open and due dates are clearly stated in the course calendar from the beginning of the semester. Please manage your time wisely.

Do not try to complete all assignments in one sitting; Remember, **Due Date is NOT Do Date!** Start and submit work early so you won't miss the deadline and still have time to digest and absorb the material. **Note:** Complete assignments before each exam. The purpose of assignments is to practice problems to understand and master the material learned. Completing them after exams is not helpful to your learning nor your grades.

Note: Canvas does not allow you to open any work you have not attempted after due dates, that means, you won't be able to study the missed homework when preparing for exams later if you have not attempted them. So be sure to do each assignment.

Note: You may experience trouble seeing correct math image or the minus sign ' –' in online assignments. This issue is typically due to your computer and/or network. Be sure to read the bullet below under 'Honorlock'.

3g. QUIZZES (Q). There are eleven 30-munities quizzes (Q) given in this class based on the assignments and classwork, however, we grant 100-munities for all quizzes in this class. If you ever feel the quiz material is too hard and/or it does not reflect assignments or classwork, you will need to contact the instructor

immediately so I can better help you with your learning in this class. Quizzes are given in Canvas and proctored by Honorlock (HL). All quizzes are closed books, and they are open from the start of the semester. You may complete and submit them early. Your quiz score is displayed immediately after your submission. Your quiz is locked after your submission. One lowest quiz score will be dropped at the end of the semester.

3h. EXAMS (Exam). There are three 90-munities Unit Exams (Exam1-3) and one 120-munities cumulative final exam (Exam 4) given in this class based on the assignments and classwork, however, we grant 180-munities for all unit exams and 240 minutes for the final exam in this class. Exams are given in Canvas and proctored by Honorlock (HL). The quizzes and exams have the same format as your online homework, consisting of multiple choices, True/False and some fill-in-the-blank questions. All exams are closed book, and they are open from 1AM EST and close at 11:59PM EST on the date specified in the course calendar. You should start your unit exam no later than 9PM EST and 8PM EST for the final exam to ensure maximum time before it automatically closes at 11:59PM. Your exam score is displayed immediately after your submission. The exam is locked after your submission. There are no exam re-takes and no drops.

Quizzes and Exams are locked after submission. You may request a 20-minute private conference with your TA to review your quiz or exam within one week after your submission or, within 24 hours after your final exam submission. Although you won't have access to your exams after your submission, you may access past exams under the Exam Information from previous semesters to study for the finals.

Do not post quiz or exam questions in Discussions boards.

3i. ADDITIONAL PRACTICE PROBLEMS.
- NYTI: There are problems listed at the end of each lecture called 'Now You Try It' (NYTI). These are written by the instructor and are designed to emphasize important concepts and provide extra practice of the lecture material. NYTI problems are not graded, but some of them are included in the assignments, so it is strongly encouraged that you work them out. Solutions to NYTI are posted in the 'Lecture Notes' table under Course Resources in Canvas.
- I also wrote 277 extra practice problems and answers posted in the Course Resources.

4. EXAM POLICY

All quizzes and exams are closed books and proctored by Honorlock (HL). Each exam opens for a 23-hours period (from 1AM to 11:59PM EST) on the exam date, and we recommend starting your unit exam no later than 9PM and final exam 8PM since all exams are closed before midnight. Students with conflicts, including scheduled working hours or traveling, must make advance arrangements to take the exam at the scheduled time. However, if you have committed to other plans *before* the semester starts, you may request conflict makeup. This conflict makeup request must be requested by the end of the 2nd week by contacting your instructor.

To successfully complete an online proctored assessment, students need a quiet space with adequate lighting, no distractions.

The following applies to all proctored quizzes and exams:

1. Students are responsible for material covered in lectures and assignments.
2. Prior to the assessment starts, you will need the following:
   a. A computer with a microphone and a stable internet connection
   b. An external web camera*
   c. Google Chrome browser and Honorlock Chrome extension

*It's required to use an external camera to obtain a side-angle view. There are inexpensive external webcams (ex. Under $8) on the market. However, you can use your smart phone as an external camera by downloading Camo or EpocCam App.

You would need to take the Syllabus Quiz to familiarize yourself with the setup. The side-angle view for the camera, on your left or right side, should capture the profile of your face, your body, both hands, workspace, computer screen, and keyboard. This may require placing the camera on a surface other than your desk, such as a nearby table, bookshelf. Ensure your camera is securely positioned by using a sturdy tripod or other support to prevent movement during the quiz/exam.

3. Bring only the following: Gator One ID (or a government issued photo ID) with a legible signature and scratch paper (up to 10 blank sheets), writing utensils.
4. Students are required to show both the front and the back of each sheet of the scratch paper before starting the first math question on the quiz/exam.
5. The following items/actions are not permitted:
   a. No writing visible on desk or on walls. Make sure music/television are not playing in the background. You may want to put a sign up on your door such as 'Do Not Enter/Disturb. Exam in Progress' to prevent others entering your space during your assessment. No one else should be in the same room.
   b. Only blank loose-leaf scratch paper (no notepad) is allowed.
   c. Close all other programs and/or windows on the computer prior to logging into the proctored test environment. No websites other than Canvas and the Honorlock proctoring extension should be open while taking a proctored assessment.
   d. Communication or receiving assistance from others is not permitted before/during/after a proctored assessment. Discuss your questions with your TA after assessments.
   e. Using a phone (unless for the use as a side-view camera) or any other electronic device is not permitted. Headphones or smart watches, smart glasses are not permitted. Dual monitors, additional computers, iPads, iPods, and electronic devices are not allowed.
   f. No calculator allowed. A digital simple calculator is provided in Honorlock.
   g. Remove your cap/hat. Please show your ears to the camera to show that you are not wearing any earbuds, earphones, ear plugs.
   h. Remain visible in the camera during the entire duration of the assessment.
   i. Leaving the room during the testing period is not permitted.
   j. Do not disconnect camera before your submission.
6. Any transcription errors that occur on your answer are there to stay. These errors include, but are not limited to: leaving answers blank, forget to simplify a fraction, entered Yes, instead of Ture….etc.

NOTE: If a student is suspected of academic misconduct during an exam, the student will be reported to the DSO. If the student is found to be responsible for an Honor Code violation, the grade for the exam will be zero. Additionally, a one-letter grade deduction will be applied to the final grade.

Students can view questions and answers during TA's office hours within one week of the posting of grades.

Any questions about the grades should be directed to your TA immediately. If your TA is unable to address your questions, please contact your instructor. All grade concerns must be taken care of within one week of the posting of the score.

4a. CELL PHONES: Cell phone use, other than as the external cam, is not allowed during assessment. Cell phones must be turned OFF (not on vibrate) and OUT OF REACH before taking a proctored quiz and exam. The use (defined as having one physically in your hand or within reach) of a cell phone during proctored events 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. As a result, using a cell phone during a test or quiz for any reason, other than as a side-view camera, will result in an automatic grade of zero and will be reported to the Dean of Students Office for possible disciplinary action. Wait until after you have submitted the test/quiz to use it.

4b. CALCULATOR: Calculators are NOT required and are NOT permitted on Quizzes and Exams (a basic digital calculator will be provided in Honorlock)**:** Students should be able to do arithmetic without a calculator. Calculators should be used in moderation when working through homework assignments. A graphing calculator or computer program (such as [Desmos)](#) can be useful as a learning tool when used appropriately, but they are not essential. Calculus is a collection of concepts, ideas and processes that are not mastered through calculator skills.

4c. MUSIC PLAYERS, HATS and OTHER DISTRACTIONS: iPods, earbuds, ear phones and other music players and ear plugs are not to be used during tests and quizzes. Having one out during a test or quiz will result in a grade of zero and possible disciplinary action. No caps or hats should be worn to cover your ears. Your ears should be clear of plugs, and they should be visible to the camera during the initial scanning before you start your work.

4d. HONORLOCK (HL): Honorlock requires Chrome to work. Be sure to
- Obtain Chrome and download the Honorlock Google Chrome Extension
- [Setting Up A Side-Angle Camera | Honorlock Help Center](#)
- Disable Acceleration in Chrome. (Chrome acceleration may cause lag or crash, so it's a good idea to disable it before taking math assessment).
- Do NOT have too many plugins enabled for Google Chrome. Adblockers are a common cause of browser issues in Canvas.
- Clear Cache and Cookies and restart your computer before each exam/quiz. Oftentimes, issues with Canvas are a result of cache/cookies needing to be cleared out and computer/browser needs to be restarted after cleaning.
- 'Right click' on the unreadable math code if you encounter/suspect unreadable math issue, then click on 'open image in a new tab' to see the correct image on the *upper left corner* of the new page (this option is not possible during a proctored quiz and exams).

Doing the above tasks helps prevent 'unreadable math codes' appearing in math assignments/quizzes/tests.

Consult with the [helpdesk website](#) (or call 352-392-4357) if you have any technical questions.

We urge you to Livechat with Honorlock Support to do a *speed check* at least a few days prior to your quiz/exam to confirm your connection speed and required equipment (ex. camera, speaker, mic) are in order. If your answers are not received by Canvas due to some faulty connection/equipment/unreadable math image, they are lost for good, we are not able to take anything else to replace your lost answers.

If you are uncertain as to the reliability of your internet service provider or internet connection, find a quiet place to take your exam where the computer and the connection are reliable. Makeup is not possible for failed connections.

4e. MAKEUP POLICIES. Students must have completed at least 75% of the current assigned work and provided documentation for makeup and all makeup work must be approved by DSO.

1. Exam Conflict: UF Exam Policies – No student is required to take more than three exams in one day. (UF Exam Policies). You should contact your instructor and request a makeup exam if you have more than three exams on the same day. This should be done by the end of the second week of the semester.
2. Makeup Exams:
   a. If a student is missing an exam due to a legitimate reason (away on the UF business, religious observance), he/she may provide documentation and request to take early makeup. For religious observance, please submit your request by the end of second week of the semester.
   b. If serious illness or other last minute extenuating circumstances cause you to miss an exam, email TA within 24 hours. Then, as soon as possible after you return to campus, provide the appropriate documentation to the instructor/TA for a makeup exam.
   c. If you have committed to a trip prior to the start of the semester, you may contact the instructor to make-up an exam. But this must be done by the end of the second week.
   d. Contact your instructor immediately if you have a court order date conflicting with an exam.
3. Makeup Quizzes: If serious illness or other last-minute extenuating circumstances cause you to miss a quiz, email your TA within 24 hours. Then, as soon as possible after you return, provide the appropriate documentation to the TA for a makeup quiz.

   Note: We do not consider traveling or lack of internet access as a valid excuse for makeup. Missing a quiz or an exam due to negligence or poor planning (eg. Travel, work schedule, etc.) however, will result in a minimum 20% penalty on your makeup work. You will be denied makeup if you have not completed at least 75% of the current work assigned.

4. There is no makeup on any homework assignments or extra credit work. Note that we grant a 48-hours grace period for these assignments: Syllabus Quiz, Lecture Participation (LP), Homework (HW) and Exam Review (PracticeE1-4).

All makeup must be completed by the last Monday of the semester before the final exam.

Changes
I reserve the right to make changes as necessary. Any such changes will be announced on Canvas.

5. FORMULAS YOU ARE EXPECTED TO KNOW.

This course assumes that you have a sound precalculus and calculus 1 background. The following is a summary of some important concepts used in solving calculus problems. The textbook provides a more complete review of these essential topics.

COMPLETING THE SQUARE $\qquad x^2 + ax + b = (x + \frac{a}{2})^2 + (b - (\frac{a}{2})^2)$

LAW OF EXPONENTS $\qquad a^{n+m} = a^n a^m \qquad\qquad a^{n-m} = \frac{a^n}{a^m} \qquad\qquad (a^m)^n = a^{mn}$

PROPERTIES OF logarithms $\qquad log_b|xy| = log_b|x| + log_b|y|$

$$log_b \left|\frac{x}{y}\right| = log_b|x| - log_b|y|$$

$$log_b|a^m| = m\, log_b|a|, \quad log_b|x| = \frac{\ln|x|}{\ln b}$$

PARABOLA $\quad y = f(x) = ax^2 + bx + c \qquad$ CIRCLES $\qquad (x-a)^2 + (y-b)^2 = r^2$

$\qquad\qquad$ Vertex $\quad x = -\frac{b}{2a}, \ y = f(-\frac{b}{2a}) \qquad\qquad$ Center $\ (a,b)$, radius $= r$

Derivatives

$\qquad \frac{d}{dx}(\sin x) = \qquad\qquad \frac{d}{dx}(\csc x) = \qquad\qquad \frac{d}{dx}(\cos x) = \qquad\qquad \frac{d}{dx}(\sec x) =$

$\qquad \frac{d}{dx}(\tan x) = \qquad\qquad \frac{d}{dx}(\cot x) = \qquad\qquad \frac{d}{dx}(\arctan x) =$

$\qquad \frac{d}{dx}(a^x) = \qquad\qquad \frac{d}{dx}(e^x) = \qquad\qquad \frac{d}{dx}(log_a x) = \qquad\qquad \frac{d}{dx}(\ln x) =$

Integrals

$\qquad \int \frac{1}{x} dx = \qquad\qquad \int e^x\, dx = \qquad\qquad \int a^x\, dx =$

$\qquad \int \sin x\, dx = \qquad\qquad \int \cos x\, dx = \qquad\qquad \int \tan x\, dx = \qquad\qquad \int \cot x\, dx =$

$\qquad \int \sec^2 x\, dx = \qquad\qquad \int \csc^2 x dx = \qquad\qquad \int \sec x \tan x\, dx = \qquad\qquad \int \cot x \csc x\, dx =$

$\qquad \int \tan^2 x\, dx = \qquad\qquad \int \cot^2 x\, dx = \qquad\qquad \int \frac{1}{a^2 + x^2}\, dx =$

Trig Identities

$\qquad \sin^2 x + \cos^2 x = 1 \qquad\qquad \tan^2 x + 1 = \sec^2 x \qquad\qquad 1 + \cot^2 x = \csc^2 x$

$\qquad \sin^2 x = \qquad\qquad\qquad\qquad\qquad \sin 2x =$

$\qquad \cos^2 x = \qquad\qquad\qquad\qquad\qquad \cos 2x =$

Know values of $\sin x, \ \cos x, \ \tan x \ $ at $x = 0, \ \frac{\pi}{6}, \frac{\pi}{4}, \frac{\pi}{3}, \frac{\pi}{2};$ arctan(a) at a=0, 1, sqrt(3), 1/sqrt(3).

(know the values of the other trig. functions at these angles and know the values of all trig functions at complementary and supplementary angels of the angles above)

Chain Rules $$\left(f\big(g(x)\big)\right)' = f'\big(g(x)\big)g'(x)$$