

MATH 1190.400/420 Online: Business Calculus

Instructor Contact

Name: Lidia Dattalo

Office Location: GAB 410

Tutoring/Office Hours: By appointment (in-person or zoom).

Email: lidia.dattalo@unt.edu

Course meeting location and time: NA. This course is an online asynchronous class.

Communication Expectations

The best way to reach me is via email. I will work hard to respond as quickly as possible to emails, but it may occasionally take me up to a business day to respond. Though I might reply to an email late at night or on the weekend, you should not expect quick responses outside of the hours of 8am - 5pm.

Course Description

Differential and integral calculus with emphasis on applications to business.

Course Prerequisites

Two years of high school algebra and consent of department; or [MATH 1100](#) or [MATH 1180](#) with a grade of C or better.

Course Structure

This course takes place 100% online asynchronously. There are no required scheduled meeting times, though there will be opportunities for scheduled zoom reviews as well as tutoring/office hours (both virtually and in person). All course information and materials is available on Canvas as <https://unt.instructure.com>

Course Learning Objectives

1. Apply calculus to solve business, economics, and social sciences problems.
2. Apply appropriate differentiation techniques to obtain derivatives of various functions, including logarithmic and exponential functions.
3. Solve optimization problems with emphasis on business and social sciences applications.
4. Determine appropriate technique(s) of integration.
5. Integrate functions using the method of integration by parts or substitution, as appropriate.
6. Solve business, economics, and social sciences applications problems using integration techniques.

Required Materials

Homework assignments will require accessing Knewton or Canvas quizzes through your UNT Canvas account. Log in to Canvas at <https://unt.instructure.com>, read through “Getting started with Knewton”. Additional resources are listed in Canvas. You will have to purchase access to Knewton or continue access if you have used it for Math 1180 or 1190 and purchased the 2-year access. This can be done through the Barnes and Noble link or other sellers. You can get two weeks of access for free for up to two weeks. For more information about your homework, please read the Homework section. The homework assignments account for 20 % of your grade.

No textbook is required.

Calculator Policy

Many calculators will be sufficient for the exams on this class. Among good options are the TI-30XIIS, TI-83 or TI-84 (or similar Casio, other manufacturer's calculators). Examples of calculators not allowed: TI-Nspires, TI 92's, TI 89's. Any other utility with alphanumeric/CAS capabilities or the ability to connect to the internet, such as a smartphone.

Course Technology & Skills

Minimum Technology Requirements and required skills

- A working computer with speakers and webcam that can reliably access the internet and access Canvas ([minimum requirements](#)) and view lecture videos on Youtube
- A calculator (see Calculator Policy)
- Ability to download, install and run software including Respondus Lockdown Browser
- *Optional: Microphone are necessary to attend zoom office hours or fully participate in online reviews
- *Optional: Ability to upload a single multipage pdf to Canvas
- Proficiency in using Canvas
- Proficiency in using Knewton (see Getting Started with Knewton in Canvas)
- Proficiency in using LockDown Browser and Respondus Monitor with a webcam
- Proficiency in using email
- Proficiency in using your calculator
- Downloading and installing software

More details are in Canvas at the Technical Requirements and Necessary Skills page in the Start Here module.

Course Evaluation

Homework	20%
Engagement	10%
Midterm Exams	45%
Final Exam	25%

Grade Assignment:

A: [90%, 100%); B: [80%, 90%); C: [70%, 80%); D: [60%, 70%); F: [0%, 60%).

A grade of C or better is required for this course to serve as prerequisite for any math course.

Policies/information directly affecting grades/grading

Homework:

The online homework is worth 20% of your overall course grade. Each assignment is equally weighted. Most homework will use an online software program called Knewton, though some will be directly in canvas.

What is Knewton? Knewton is a mastery-based adaptive software and is designed to judge your ability to complete your assignments. You will be able to proceed through Knewton much more quickly if you study and review your notes before starting the assignments. For best results, read through "Getting Started with Knewton" located in Canvas before your first assignment.

Why do Homework? A purpose of homework is to provide you with sufficient opportunities to learn and practice the new content you are learning. Knewton is adaptive and mastery based, which means that the software will provide each student with the sufficient number of questions to judge whether each topics learning objectives have been mastered. This means a student who has prepared well before the assignment may have very short assignments, while a less well prepared student may take many more questions on each assignment. Again, the more you prepare before starting to attempt the exercises, the less work you will have. For more tips on how to get the most out of the homework assignments, read through "Getting Started with Knewton"

Get the Most out of Homework

1. You should have a dedicated notebook for your math homework. Carefully write out your work, especially noting the questions with which you struggled. This should form a substantial part of your review material prior to the exams.
2. Homework is one piece of your learning process in this course, but successful completion of the homework assignments is not sufficient preparation for exams. You must be able to work the exercises on your own, without any aids on exams.

Where is Knewton?

You access your Knewton powered homework in one of two ways through Canvas, they are:

1. At the Syllabus portal. Every assignment for your course is accessible through the Syllabus portal. This portal is very helpful because it lists all assignments in due date order; or
2. At the content module. Select the Modules tab along the left-hand navigation of Canvas. From the Modules select assignment 1. The Knewton assignments have a paper and pencil icon to their left.

When are Knewton Homework Assignments due?

Assignment due dates are listed on the calendar and on the syllabus link in Canvas. Knewton assignments are always due at 11:59 PM. To successfully complete the assignments, you must carefully manage your time. I recommend that you plan to complete them well ahead of the due date. Late homework will not be accepted. At the end of the term, two (2) lowest grades will be dropped from the calculation of the homework average. In Canvas, the two dropped grades will not be correctly calculated until the very end of the semester.

Midterm Exams

There will be one exam covering each of the three modules in the course. Each exam is worth 15% of your overall grade. The exams will consist of 15 - 25 multiple-choice questions and up to 5 workout problems.

Module exams are specific to the content of that Unit. The exams are located in the Module they cover. They are administered online with LockDown Browser and Respondus Monitor with a webcam.

Each midterm exam will have a 120 minute time limit. Each exam becomes available at 12:01 AM (a minute after midnight Central time) and is available until 11:59 PM (a minute before midnight Central time) on the day of the exam. Be sure to plan your time so that the exam will be completed before the time it is due. That is, if you start the exam at 11:45PM, then you will only have 14 minutes to complete the exam.

Unit/Module 1 Exam (Limits and derivative basics) Due Friday, February 18.

Unit/Module 2 Exam (More derivatives and applications) Due Monday, March 28.

Unit/Module 3 Exam (Integration and applications) Due Monday, May 2.

All you can use are writing implements (e.g. pencil), blank sheets of scratch paper and an approved calculator.

Final Exam

The final exam is on Monday, May 9. The final exam is comprehensive and is worth

25% of the overall course grade. The format of the final exam will be the same as the format of the module exams and will require the use of LockDown Browser and Respondus Monitor with a webcam.

Engagement

This portion of your grade is determined by your completion of a variety of types of assignments. This will include the following:

LockDown Browser and Respondus Monitor Quiz (worth 10 points) Due Tuesday, January 18.

Class introduction quiz (worth 10 points) Due: Tuesday, January 18.

Introduce yourself discussion post (worth 10 points) Due: Friday, January 21.

Unit/Module discussion posts (worth 10 points each; 30 points total)

See calendar for exact dates.

The quizzes require reviewing information that you will need to know to successfully complete the course. The later discussions cover a variety of module discussion topics, while the first discussion gives you a chance to introduce yourself to your classmates.

Timeline for grading

For each written assignment (e.g. discussion posts, workout portion of the exams, etc.), I will endeavor to grade and post grades within one business day. When circumstances prevent me from meeting this goal, I will always get grades back to you within 1 week.

Drop/Withdrawal Policy

If the student is unable to complete this course, it is his/her responsibility to formally withdraw from the course. Until 1/21, students may drop a course from their student portal on my.unt.edu (and depending on the date, may be eligible for at least a partial refund). From 1/22 to 4/8, students may drop a course by following the instructions at <https://registrar.unt.edu/registration/dropping-class>. If the student does not properly withdraw from the course but stops attending, s/he will receive a performance grade, usually an F.

If you are considering dropping, it is strongly recommended that you discuss the matter with me as soon as possible.

Changes to the University's policy may affect this. Please contact the Registrar for further questions.

Incomplete

Beginning 4/9, a student that qualifies may request a grade of "I", incomplete. An "I" is a non-punitive grade given only if ALL three of the following criteria are satisfied. They are:

- The student is passing the course;
- The student has a justifiable (and verifiable) reason why the work cannot be completed as scheduled; and
- The student arranges with the instructor to complete the work within one academic year.

Make-up Exam Policy

I work hard to structure my course in such a way that balances the time necessary for students to learn the necessary content with the need to have regular midterm exams. As such, students are expected to take the exams on the given day. In the event of a schedule conflict with a university function, dental/physician's appointment, wedding, formal, etc., the student must take the test early. I request a week's notice for this accommodation via email. In the event that an unavoidable conflict/illness comes up, reach out to me as soon as you can. If a student does not take a scheduled exam, a zero may be recorded for that exam. If your final exam score is higher than one of your midterm exam scores, then that midterm exam grade will be replaced with final exam grade. If you receive a zero for academic dishonesty on an exam, the final exam score will NOT replace that zero.

Online Etiquette

A good list of rules to follow online are including at <http://blogs.onlineeducation.touro.edu/15-rules-netiquette-online-discussion-boards/>

In general, don't say things you would be uncomfortable saying to someone in person and be careful to work hard to communicate clearly. Online interaction makes some common discussions harder because of the need to be very explicit in your meaning due to the lack of other common social cues. Work to assume good intent on behalf of others and work to be clear in your communication and most other issues will take care of themselves.

Other ways to get help for this course:

What tutoring/office hours are for: Office hours provide a dedicated time for students to get one-on-one, or small group, time with an instructor. Come get help!! Come by my inperson times (on the first page) or email me to set up a time on Zoom.

Math Lab (SAGE 130): See <https://learningcenter.unt.edu/math-lab>

The learning center offers several tutoring options: Drop-In Tutoring, One-on-One Tutoring, Group Tutoring and Online Tutoring. See <http://learningcenter.unt.edu/tutoring>.

Attendance

Attendance is important and required. In this class, attendance means working through the lecture notes with the aid of the instructional videos and timely and regularly completing the homework and exams. It is assumed you will do this.

If you are experiencing any [symptoms of COVID-19](#) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Team at COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure.

Course Requirements

As a general rule, average college students are expected to spend three hours per week for each one hour of class working on the course to be able to successfully learn the content. If you are an "average" college-level learner, you should spend about nine hours per week if you expect to successfully complete this course. As this is an average, many students require more than this.

Recommended Steps to Succeed:

- Learning math requires a great deal of time and honest effort along with regular and consistent work.
- Watch the videos to help you complete the notes. If you have questions, ask immediately.
- Actively read through all recommended readings.
- Use the time you spend on your Knewton assignments to learn the material that is covered.
- Prior to the exams, complete the Exam reviews
- Form a study group with your classmates. As you are taking an online course, set up online groups.
- Make use of the tutoring options available to you: the Math Lab, the Learning Center and your instructor's office hours.
- Work on the assignments consistently well ahead of due date. Waiting until the last minute is a horrible idea.
- Math is not a spectator sport. You must try the problems, nish problems, ask questions, correct your mistakes, put concepts in your own words, and practice, practice, practice. You learn math by doing, not by watching others.
- Contact your instructor immediately if you are having problems.

Keys to success?

I'm hopeful this advice will be helpful for you. It consists of my observations in time I've been teaching about what causes students to be successful. The two primary necessities for success are maturity and spending the time necessary to succeed. Learning is hard and takes time. Learning requires working hard consistently and when you don't want to which requires maturity.

One last thought: As an adult, you need to be a self-advocate. If you are having problems, you are expected to seek help. Most of you, at some point in your college career you will run into problems and need to ask for help.

About the attached calendar

The pages that follow include a tentative calendar. Several dates are fixed, especially the homework and Exam due dates. Other dates are intended to give you a guide for your progress. For instance, the "due" dates for the lecture notes will not be graded, but should give you a sense of how to plan your time to complete all of the material. I'll add that the homework can always be worked ahead, so the due dates could be much sooner than those listed. This course is online, but not intended to be self paced. The exams are expected to taken at the listed times. If this will cause you a problem, please contact me as soon as possible.

MATH 1190 ONLINE SP22 CALENDAR

WEEK #	DAY	DUE DATE	MATERIAL TO COVER/READ	ITEM DUE IN CANVAS
1	Tue.	18-Jan	Introduction to Class; Review 'Start Here Module', 'Syllabus' and Intro. Video	Class Intro. Quiz
				LockDown Browser and Respondus Monitor Quiz
	Wed.	19-Jan	1.1 Idea of a Limit	
	Fri.	21-Jan	1.2 Limit Rules	Introduce Yourself Discussion Posts Introduce Yourself Discussion Final Posts Knewton Hwk 1
2	Mon.	24-Jan	1.3 Continuity	Knewton Hwk 2, 3
	Wed.	26-Jan		Knewton Hwk 4, 5
	Fri.	28-Jan	1.4 Limits at Infinity	Knewton Hwk 6, 7
3	Mon.	31-Jan	1.5 Average rate of change and tangent lines by graphing	Knewton Hwk 8, 9
	Tues.	1-Feb	1.6 Definition of the derivative	
	Wed.	2-Feb		Knewton Hwk 10
	Fri.	4-Feb	1.7 Derivative Rules Part 1: Constant, Power, Sum and Difference	Knewton Hwk 11, 12
4	Mon.	7-Feb		Knewton Hwk 13
	Wed.	9-Feb		Knewton Hwk 14
	Fri.	4-Feb	1.8 Derivative Rules Part 2: Exponential and Logarithmic Functions	Knewton Hwk 15
5	Mon.	14-Feb		Knewton Hwk 16
	Wed.	16-Feb		Knewton Hwk 17
				Unit 1 Discussion posts
				18. Unit 1 Wrap Up
	Fri.	18-Feb	Exam 1 - online	Exam 1 - online

WEEK #	DAY	DUE DATE	MATERIAL TO COVER/READ	ITEM DUE IN CANVAS
6	Mon.	21-Feb	2.1 Product and Quotient Rules	Knewton Hwk 19, 20 Knewton Hwk 21
	Wed.	23-Feb	2.2 Chain Rule	
	Fri.	25-Feb	2.3 Marginal Applications to Business	
7	Mon.	28-Feb		Knewton Hwk 22, 23
	Wed.	2-Mar	2.4 Elasticity of Demand	24. Marginal Average Cost
	Fri.	4-Mar	2.5 First Derivative Test and Graphing	Knewton Hwk 25, 26
8	Mon.	7-Mar		Knewton Hwk 27
	Wed.	9-Mar	2.6 Using the Second Derivative	Knewton Hwk 28
	Fri.	11-Mar	2.7 Absolute Extrema	Knewton Hwk 29
3/14 - 3/18 SPRING BREAK				
9	Mon.	21-Mar		Knewton Hwk 30, 31
	Wed.	23-Mar	2.8 Optimization	Knewton Hwk 32
				Unit 2 Discussion posts
				33. Unit 2 Wrapup
10	Mon.	28-Mar	Exam 2 - online	Exam 2 - online
	Wed.	30-Mar	3.1 Antiderivatives	Knewton Hwk 34
	Fri.	1-Apr	3.2 Substitution	
11	Mon.	4-Apr	3.3 The Area Question	Knewton Hwk 35
	Wed.	6-Apr		Knewton Hwk 36
	Fri.	8-Apr	3.4 Definite Integrals and rules for definite integrals.	Knewton Hwk 37
12	Mon.	11-Apr		Knewton Hwk 38, 39
	Wed.	13-Apr	3.5 Fundamental Theorem of Calculus	Knewton Hwk 40
	Fri.	15-Apr		Knewton Hwk 41, 42

WEEK #	DAY	DUE DATE	MATERIAL TO COVER/READ	ITEM DUE IN CANVAS
13	Mon.	18-Apr	3.6 Area between Curves: Gini Index	Knewton Hwk 43
	Wed.	20-Apr		Knewton Hwk 44, 45
	Fri.	22-Apr		Knewton Hwk 46
14	Mon.	25-Apr	3.7 Applications of Integration	47. Gini Index
	Wed.	27-Apr		Unit 3 Discussion posts.
15				Knewton Hwk 48, 49
				Knewton Hwk 50
				50. Unit 3 Wrapup
15	Mon.	2-May	Exam 3 - online	Exam 3 - online
	Tues.	3-May	Review	
	Wed.	4-May	Review	
	Fri.	5-May	Review	
16	Mon.	9-May	Final Exam - online	Final Exam - online
			Final exam is worth 25% of your overall grade. It is comprehensive.	

Course and University Policies and other important information:

Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. Cheating on final exams, on in-class tests, or on quizzes is a serious breach of academic standards and will be punished severely and generally result in a student failing the course. At a minimum a 0 will be recorded for the grade and it will not be able to be improved. Students who violate this policy will be reported to the appropriate university authorities.

ADA Policy

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the [ODA website](https://disability.unt.edu/) (<https://disability.unt.edu/>).

Emergency Notification & Procedures

Emergency Notification & Procedures. UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT's [Code of Student Conduct](https://deanofstudents.unt.edu/conduct) (<https://deanofstudents.unt.edu/conduct>) to learn more.

Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail [Eagle Connect](https://it.unt.edu/eagleconnect) (<https://it.unt.edu/eagleconnect>).

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the [SPOT website](http://spot.unt.edu/) (<http://spot.unt.edu/>) or email spot@unt.edu.

Survivor Advocacy

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking and/or sexual assault, there are campus resources available to provide support and assistance. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648.

Getting Help

Technical Assistance

Here at UNT, we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk (<http://www.unt.edu/helpdesk/index.htm>)

Email: helpdesk@unt.edu

Phone: 940-565-2324

In Person: Sage Hall, Room 130

Walk-In Availability: 8am-9pm

Telephone Availability:

- Sunday: noon-midnight
- Monday-Thursday: 8am-midnight
- Friday: 8am-8pm
- Saturday: 9am-5pm

Laptop Checkout: 8am-7pm

For additional support, visit [Canvas Technical Help](https://community.canvaslms.com/docs/DOC-10554-4212710328) (<https://community.canvaslms.com/docs/DOC-10554-4212710328>)

Student Support Services

- [Registrar](https://registrar.unt.edu/registration) (<https://registrar.unt.edu/registration>)
- [Financial Aid](https://financialaid.unt.edu/) (<https://financialaid.unt.edu/>)
- [Student Legal Services](https://studentaffairs.unt.edu/student-legal-services) (<https://studentaffairs.unt.edu/student-legal-services>)
- [Career Center](https://studentaffairs.unt.edu/career-center) (<https://studentaffairs.unt.edu/career-center>)
- [Multicultural Center](https://edo.unt.edu/multicultural-center) (<https://edo.unt.edu/multicultural-center>)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (<https://studentaffairs.unt.edu/counseling-and-testing-services>)
- [Student Affairs Care Team](https://studentaffairs.unt.edu/care) (<https://studentaffairs.unt.edu/care>)
- [Student Health and Wellness Center](https://studentaffairs.unt.edu/student-health-and-wellness-center) (<https://studentaffairs.unt.edu/student-health-and-wellness-center>)
- [Pride Alliance](https://edo.unt.edu/pridealliance) (<https://edo.unt.edu/pridealliance>)

Academic Support Services

- [Academic Resource Center](https://clear.unt.edu/canvas/student-resources) (<https://clear.unt.edu/canvas/student-resources>)
- [Academic Success Center](https://success.unt.edu/asc) (<https://success.unt.edu/asc>)
- [UNT Libraries](https://library.unt.edu/) (<https://library.unt.edu/>)
- [Writing Lab](http://writingcenter.unt.edu/) (<http://writingcenter.unt.edu/>)
- [MathLab](https://math.unt.edu/mathlab) (<https://math.unt.edu/mathlab>)

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004):

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the [Electronic Code of Federal Regulations website](http://www.ecfr.gov/) (<http://www.ecfr.gov/>). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

- (1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
- (2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.

See [UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses](https://policy.unt.edu/policy/07-002) (<https://policy.unt.edu/policy/07-002>).

Summary of Key Dates – Spring 2022

January 18

Classes begin.

January 21

Last day to add/swap a class. Cannot swap to a higher-level class, only down.

February 25

Beginning this date a student may drop a course with a grade of W by completing the [Request to Drop Class](#) form and submitting it to the Registrar's Office.

March 14 – 18

Spring Break

April 8

Last day to drop a course.

April 9

Beginning this date a student may request a grade of “I”, incomplete, a non-punitive grade given only if a student (1) is passing, (2) has justifiable reason why the work cannot be completed on schedule; and (3) arranges with the instructor to complete the work in no more than one academic year.

May 7 – 13

Final examinations. Terms ends.

Statement about masks:

UNT encourages everyone to wear a face covering when indoors, regardless of vaccination status, to protect yourself and others from COVID infection, as recommended by current CDC guidelines. Face covering guidelines could change based on community health conditions.

Changes to Syllabus

I reserve the right to amend, append, or otherwise make changes to this syllabus, should the need arise. Any changes will be posted as an Announcement in Canvas.