

MATH 1190. 420: Business Calculus

Instructor Contact

Name: Lidia Dattalo

Office Location: GAB 452

Tutoring/Office Hours: Tues. 3:20 – 4 pm (SAGE 342) and Tues. 4 – 5 pm (GAB452)
Thurs. 3:20 – 5 pm (GAB 452)

Zoom Office hours: Mon. 3- 4 pm

Email: lidia.dattalo@unt.edu

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

Communication Expectations When sending an email (using UNT email address), include course name, number and section, along with your full name in the subject header. Email without this information may not get opened. A response will be sent in a timely manner, but may occasionally take up to two (2) business days.

Course Description

Differential and integral calculus with emphasis on applications to business.

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 Prerequisites or Other Restrictions

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

Course Learning Objectives

Upon successful completion of this course, students will:

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.

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 within the last two years. 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 25% of your grade.

No textbook is required.

Teaching Philosophy

I believe all students can thrive in mathematics. My goal is to encourage students and build up their math confidence and help students succeed.

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 may be required
- 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.

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.

Knewton is Required

The homework and some course content will be delivered in Knewton, which must be accessed through via Canvas. You will not need a Knerd link as the access is provided directly in Canvas.

Course Evaluation

Homework/Engagement	25%
Midterm Exams	50% total (Average of all exams)
Final Exam	25%

Grade Assignment:

A: [90%,); 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.

Note: Any online submitted work will be graded and returned within 7 days.

Policies/information directly affecting grades/grading

Homework:

The online homework is worth 25% 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

- 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.
- 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 Module 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.

Midterm Exams

There will one exam covering each of the four modules in the course. Each exam is worth $50/4=12.5\%$ of your overall grade. The exams will consist of 15 - 25 multiple-choice questions and/or 3-5 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 the Definition of the Derivative) See calendar for due date

Unit/Module 2 Exam (Derivative Rules) See calendar for due date

Unit/Module 3 Exam (Applications of Derivatives) See calendar for due date

Unit/Module 4 Exam (Integration and its Applications) See calendar for due date

On certain problems, a formula sheet in face-to-face classes. On all of the possibly relevant problems, I will include the formula sheet as an image as a part of the question. You will not be allowed to include a formula sheet when taking your exams. 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 comprehensive and is 25% of the 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. You will have 150 minutes to complete the exam. See the [Registrar's website](#) or the calendar for the due date.

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) See the calendar for the due date.

Class introduction quiz (worth 10 points) See the calendar for the due date.

Recommended Steps to Succeed

- Learning math requires a great deal of time and honest effort along with regular and consistent work.
- After class review your 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 rather than just getting through the homework as fast as possible.
- 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 tutoring 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, finish 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.
- Get help in the Math Lab 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>.
- Contact your instructor immediately if you are having problems.

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. If you are struggling and not yet putting in the appropriate amount of time, doing this should be your first step.

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 – don't wait, reach out as soon as you realize you have an issue.

Course Policies

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.

Class Participation

It is expected for students to participate in the Unit discussion and engagement activities.

Late Work

Due dates are expected to be followed and are intended to allow you time to complete the course on time. As such, I will rarely accept late work. If exceptional circumstances occur, please reach out to me as soon as possible.

Examination Policy

As noted earlier, your exams will be online with LockDown Browser and Respondus Monitor with a webcam. If you run into an issue, first try to get back on the exam and after the exam let me know. If you are unable to get back on, email me and then immediately contact UNT's Student Helpdesk. 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.

Assignment Policy

All homework assignments are due online through Canvas either directly in Canvas or via Knewton.

Instructor Responsibilities and Feedback

- My goal is to provide students with the help they need to succeed. I will work hard to be available during my tutoring/office hours, via email or via Zoom. I welcome questions about any portion of the course and am happy to clarify any issues if they come up. Most homework assignments are automatically graded and you can review your work on the Canvas assignments the day after they are due.
- Feedback – responses to emails is within 2 business days.

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 7-10 days.

Drop/Withdrawal Policy

If the student is unable to complete this course, it is his/her responsibility to formally withdraw from the course. Please contact the [Registrar's Office](#) for further questions.

Incomplete

Beginning 4/8, 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.

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.

Syllabus Change Policy

This syllabus is subject to change. Any changes will be announced in class and the updated syllabus will be posted in Canvas.

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 in-person 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>.

Summary of Key Dates – Fall 2022

January 17

Classes begin.

January 20

Last day for change of schedule other than a drop. (Last day to add a class.)

February 24

Last day to change to pass/no pass

April 7

Last day to drop a course

April 8

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.

May 5

Reading day; no class

May 8 – May 12

Final examinations. Terms ends.

MATH 1190.420 ONLINE SP23 CALENDAR

WEEK #	DAY	DUE DATE	MATERIAL TO COVER/READ	ITEM DUE IN CANVAS or KNEWTON
1	Tue.	17-Jan	Watch instructor 'Introduction' video in Modules.	
			Review Syllabus	
			Review 'Course Calendar' in Modules	
			Review 'Start Here' Module	
	Thurs.	19-Jan	1.0 Rational Inequalities: Sign charts and factoring	Class Intro. Quiz
				LockDown Browser and Respondus Monitor Quiz
	Fri.	20-Jan	1.1 Idea of a Limit and Limit Rules	Knewton Sec 1.0
2	Mon.	23-Jan	1.2 Limit Rules	
	Wed.	25-Jan	1.3 Continuity	Knewton Sec 1.1, Sec 1.2
	Fri.	27-Jan	1.4 Limits at Infinity and Infinite Limits	Knewton Sec 1.3
3	Mon.	30-Jan	1.5 Average rate of change and tangent lines by graphing	Knewton Sec 1.4
	Wed.	2-Feb	1.6 Definition of derivative	Knewton Sec 1.5 parts 1 & 2
	Fri.	4-Feb	Review	Unit 1 Wrapup
				Knewton Sec 1.6
4	Tues.	7-Feb		Exam 1 - online
	Wed.	8-Feb	2.1 Constant, Power, Sum and Difference Rules	
	Fri.	10-Feb	2.2 Product and Quotient Rules	Knewton Sec 2.1 Part 1
5	Mon.	13-Feb	2.2 Product and Quotient Rules -Continued	Knewton Sec 2.1 Part 2
	Wed.	15-Feb	2.3 Chain Rule	Knewton Sec 2.2 Part 1
	Fri.	17-Feb	2.3 Chain Rule - continued	Knewton Sec 2.3

WEEK #	DAY	DUE DATE	MATERIAL TO COVER/READ	ITEM DUE IN CANVAS or KNEWTON
6	Mon.	20-Feb	2.4 Derivatives of Exponential and Logarithmic Functions	Knewton Sec 2.2 Part 2
	Wed.	22-Feb	2.4 Derivatives of Exponential and Logarithmic Functions - Continued	Knewton Sec 2.4
	Fri.	24-Feb	Review	Unit 2 Wrapup
7	Tues.	28-Feb		Exam 2 - online
	Wed.	1-Mar	3.1 Marginal Applications to Business	Unit 2 Discussion
	Fri.	3-Mar	3.2 Elasticity of Demand	Knewton Sec 3.1 Part 1
				Sec 3.1 Part 2
8	Mon.	6-Mar	3.3 First Derivative Test and Graphing	Knewton Sec 3.2
	Wed.	8-Mar	3.3 First Derivative Test and Graphing - Continued	Knewton Sec 3.3 Part 1
	Fri.	10-Mar	3.4 The Second Derivative	Knewton Sec 3.3 Part 2
9		13-Mar	Spring Break	
10	Mon.	20-Mar	3.4 The Second Derivative - Continued	
	Wed.	22-Mar	3.5 Absolute Extrema	Knewton Sec 3.4
	Fri.	24-Mar	3.6 Optimization	Knewton Sec 3.5
11	Mon.	27-Mar	3.6 Optimization - Continued	Knewton Sec 3.6
	Wed.	29-Mar	Review	Unit 3 Wrapup
12	Tues.	4-Apr		Exam 3 - online
	Wed.	5-Apr	4.1 Antiderivatives	Knewton Sec 4.1
			4.2 Integration by Substitution	
	Fri.	7-Apr	4.3 The Area Question	Knewton Sec 4.2

MATH 1190.420 ONLINE SP23 CALENDAR

WEEK #	DAY	DUE DATE	MATERIAL TO COVER/READ	ITEM DUE IN CANVAS or KNEWTON
13	Mon.	10-Apr	4.4 Definite Integrals and Rules for Definite Integrals	Knewton Sec 4.3
	Wed.	12-Apr		Knewton Sec 4.4 Part 1
	Fri.	14-Apr		Knewton Sec 4.4 Part 2
14	Mon.	17-Apr	4.5 Fundamental Theorem of Calculus	Knewton Sec 4.5 Part 1
	Wed.	19-Apr	4.6 Area between Curves: Gini Index	Knewton Sec 4.5 Part 2
	Fri.	21-Apr		Sec 4.6 Gini Index Part 3
15	Mon.	24-Apr	4.7 Applications of Integration	Knewton Sec 4.6 Part 1 & 2
	Wed.	26-Apr		Knewton Sec 4.7 Part 1
	Fri.	28-Apr	Review	Knewton Sec 4.7 Part 2
				Unit 4 Wrapup
16	Tues.	2-May		Exam 4 - online
	Wed.	3-May		Unit 4 Discussion
	Mon.	8-May	Final exam is required and worth 25% of your overall grade. It is comprehensive.	Final Exam - online

Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis 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 will not be tolerated.
- Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- Ask for and use the correct name and pronouns for your instructor and classmates.
- Speak from personal experiences. Use “I” statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual’s experiences.
- Use your critical thinking skills to challenge other people’s ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as “YELLING!”
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Avoid using “text-talk” unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.

See these [Engagement Guidelines](https://clear.unt.edu/online-communication-tips) (https://clear.unt.edu/online-communication-tips) for more information.

Online Course System

The University is committed to providing a reliable online course system to all users. However, part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk: [UIT Student Help Desk site](https://www.unt.edu/helpdesk) (https://www.unt.edu/helpdesk)

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)

UNT Policies

Academic Integrity Policy

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.

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 reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the [ODA website \(https://disability.unt.edu/\)](https://disability.unt.edu/).

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.

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.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

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 940-5652648.

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>).

Use of Student Work

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student's permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student's written permission.

Download the UNT System Permission, Waiver and Release Form

Transmission and Recording of Student Images in Electronically-Delivered Courses

1. No permission is needed from a student for his or her image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses are to be conducted using either method of delivery.
2. In the event an instructor records student presentations, he or she must obtain permission from the student using a signed release in order to use the recording for future classes in accordance with the Use of Student-Created Work guidelines above.
3. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

Example: This course employs lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

No notification is needed if only audio and slide capture is used or if the video only records the instructor's image. However, the instructor is encouraged to let students know the recordings will be available to them for study purposes.

Class Recordings & Student Likenesses

In case synchronous (live) sessions in this course will be recorded for students enrolled in this class section to refer to throughout the semester: Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.

Academic Support & Student Services

Student Support Services

Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- [Student Health and Wellness Center](https://studentaffairs.unt.edu/student-health-and-wellness-center) (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
- [UNT Care Team](https://studentaffairs.unt.edu/care) (https://studentaffairs.unt.edu/care)
- [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry) (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling) (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

- [UNT Records](#)
- [UNT ID Card](#)
- [UNT Email Address](#)
- [Legal Name](#)

**UNT eUIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.*

Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don't assume someone's name, we should also ask and not assume someone's pronouns.

You can [add your pronouns to your Canvas account](#) so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

- [What are pronouns and why are they important?](#)
- [How do I use pronouns?](#)
- [How do I share my pronouns?](#)
- [How do I ask for another person's pronouns?](#)
- [How do I correct myself or others when the wrong pronoun is used?](#)

Additional Student Support Services

- Registrar (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://careercenter.unt.edu) (https://careercenter.unt.edu)
- [Multicultural Center](https://idea.unt.edu/multicultural-center) (https://idea.unt.edu/multicultural-center)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
- [Pride Alliance](https://idea.unt.edu/pridealliance) (https://idea.unt.edu/pridealliance)
- [UNT Food Pantry](https://studentaffairs.unt.edu/food-pantry) (https://studentaffairs.unt.edu/food-pantry)

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 Center](https://writingcenter.unt.edu) (https://writingcenter.unt.edu)
- [Math Lab](https://learningcenter.unt.edu/math-lab) (https://learningcenter.unt.edu/math-lab)

Emergency Notification and 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.

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 be taken at the listed times. If this will cause you a problem, please contact me as soon as possible.