Instructor*:  

Office/Tel No.:  

Office Hours:  

*Students should get the above information from their instructor during class time. The instructor is the person to contact should there be any questions about the course.

Text:  


https://www.bkstr.com/concordiastore/home  

**Note:** Students should order textbooks as early as possible, especially for printed versions in case books are back-ordered or there are any shipping delays.

Calculators:  

Only calculators approved by the Department (with a sticker attached as proof of approval) are permitted for the class test and final examination. For a list of Approved calculators see  

http://www.concordia.ca/artsci/math-stats/services.html #calculators.

Midterm Exam:  

There will be one mid-term exam, whose date will be announced via Moodle.  

**NOTE:** It is the Department's policy that tests missed for any reason, including illness, cannot be made up. If you miss the midterm test because of illness (Short-Term Absence form or valid medical note required) the final exam will count for 90% of your final grade, and the assignments will count for the remaining 10%.

Final Exam:  

There will be a three-hour final exam, whose date is set by the Examination's Office some time in the middle of the term.  

**NOTE:** All matters concerning the final exam must be reported directly to the Examinations Office, not to your instructor. It is the Department's policy and the Examinations Office's policy that students are to be available until the end of the final exam period.
Final Grade: The final grade will be based on the higher of (a) or (b):
(a) The weighted average of assignments (10%), one mid-term test (30%) and the final examination (60%).
(b) The weighted average of assignments (10%) and the final examination (90%).

If the grading scheme for this course includes graded assignments, a reasonable and representative subset of each assignment may be graded. Students will not be told in advance which subset of the assigned problems will be marked and should therefore attempt all assigned problems.

Notes:
(1) Term exam missed for any reason cannot be made up.
(2) Late assignments will not be accepted.
(3) The final examination will cover everything taught in the course.
(4) In order to obtain a good grade, the student must show that they have a thorough understanding of the subject and can fully explain their reasoning process in the context of their problem solutions.

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Academic Integrity and the Academic Code of Conduct
This course is governed by Concordia University’s policies on Academic Integrity and the Academic Code of Conduct as set forth in the Undergraduate Calendar and the Graduate Calendar. Students are expected to familiarize themselves with these policies and conduct themselves accordingly. "Concordia University has several resources available to students to better understand and uphold academic integrity. Concordia’s website on academic integrity can be found at the following address, which also includes links to each Faculty and the School of Graduate Studies: https://www.concordia.ca/conduct/academic-integrity.html" [Undergraduate Calendar, Sec 17.10.2]

Behaviour
All individuals participating in courses are expected to be professional and constructive throughout the course, including in their communications.

Concordia students are subject to the Code of Rights and Responsibilities which applies both when students are physically and virtually engaged in any University activity, including classes, seminars, meetings, etc. Students engaged in University activities must respect this Code when engaging with any members of the Concordia community, including faculty, staff, and students, whether such interactions are verbal or in writing, face to face or online/virtual. Failing to comply with the Code may result in charges and sanctions, as outlined in the Code.
Use of Zoom
Note: Zoom is included as an institutionally-approved technology. This means we have been assured of the privacy protections needed to use freely within the classroom.

Zoom might be used in this course to facilitate learning at a distance. It may be used to record some or all of the lectures and/or other activities in this course. If you wish to ensure that your image is not recorded, speak to your instructor as soon as possible.

Also, please note that you may not share recordings of your classes and that the instructor will only share class recordings for the purpose of course delivery and development. Any other sharing may be in violation of the law and applicable University policies, and may be subject to penalties.

Intellectual Property
Content belonging to instructors shared in online courses, including, but not limited to, online lectures, course notes, and video recordings of classes remain the intellectual property of the faculty member. It may not be distributed, published or broadcast, in whole or in part, without the express permission of the faculty member. Students are also forbidden to use their own means of recording any elements of an online class or lecture without express permission of the instructor. Any unauthorized sharing of course content may constitute a breach of the Academic Code of Conduct and/or the Code of Rights and Responsibilities. As specified in the Policy on Intellectual Property, the University does not claim any ownership of or interest in any student IP. All university members retain copyright over their work.

Extraordinary circumstances
In the event of extraordinary circumstances and pursuant to the Academic Regulations the University may modify the delivery, content, structure, forum, location and/or evaluation scheme. In the event of such extraordinary circumstances, students will be informed of the change.