

MATH 10A Methods of Mathematics: Calculus, Statistics, and Combinatorics. Course Syllabus

with Professor Zvezdelina Stankova

TuTh 11:00 - 12:30pm, Room 2050 Valley Life Sciences

Updated 8/18/2017

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1. INSTRUCTOR AND GENERAL INFORMATION

- **Instructor:** Professor Zvezdelina Stankova (Zvezda)
- **Office:** Evans 713[†] • **Phone:** (510) 642-3768
- **Tentative office hours** (to be finalized by the end of the first two weeks of classes):
 - TTh 9:45-10:45am (in “Free Speech Cafe”; changes noted on bCourses/my webpage),
TTh 1-2pm (in Evans 713).
 - There are no individual appointments.
 - Questions will be answered on a first-come-first-serve basis.
 - Administrative questions will take priority during the last 10 minutes of each office hours.
 - If you have an urgent question, you must make time to come in office hours. The common excuse: “I couldn’t make it to your office hours because of reason X, and hence I am writing to you an email.” will **not** be accepted. If your issue is important, you will make time to come to office hours. Anything that can be resolved in office hours must be resolved in office hours; **not** on email!

[†]How to remember my office number and why come to office hours? Have you carefully read Harry Potter, Book 1?! Vault 713 is a high security vault at Gringotts Wizarding Bank in London, England. It is located hundreds of miles underground and requires a Gringotts goblin to pass its finger along the length of the door, in order for the door to melt away. It hosted the Philosopher’s Stone. Conclusion: there must be something very valuable in Evans 713. Fortunately, you won’t need such a high security protocol to enter. Come to office hours! ©

- **Email:** stankova@math.berkeley.edu; ONLY FOR EMERGENCIES!
- **Webpage for \forall TBA:**
 - bCourses at <https://bcourses.berkeley.edu/>
 - (occasionally) <http://www.math.berkeley.edu/~stankova/>
- **No laptops, phones, or other electronic equipment** can be used during lecture or discussion sections. The only exceptions are for students with a disability that requires the usage of such equipment in class. Such students must explain the situation to the instructor and to the GSI, and during lecture/section they may sit only in the first 3 rows or in specially designated seats that allow access to students with disabilities. Aids to students with disabilities may also use appropriate electronics during class, after consultation with the instructor/GSI.

2. ENROLLMENT, SECTION SWITCHING, bCOURSE ACCESS

2.1. **For enrollment questions:** in person during drop-in advising hrs M-F 9am-12pm, 1-4pm:

- Thomas Brown, Evans 965
- Ana Renteria, Evans 964.

2.2. **To switch discussion sections,** students must go to CalCentral at

- <https://calcentral.berkeley.edu>

The switch will be possible only if there is room in the section.

2.3. **No access to enrollment:** Do **not** ask the instructor or the GSI to switch you to another section or to enroll you in the class. We have no control over enrollment in the class and in sections.

2.4. **bCourse Access:** Only officially registered students in the class will gain access to the class bCourse materials.

As for students **on the wait list:** we will **not** add anyone to the class bCourse until the student:

- Has attended at least a week worth of sections,
- Has written at least one quiz in sections, and
- After receiving the quiz score, then asked the GSI to be added to bCourse.

Until then you need to:

- Ask a classmate to share with you any other materials on bCourses.
- Reasons that you do not know anyone on UCB campus will not be accepted. Make friends!

Follow these instructions precisely, and keep emails to me and the GSIs only for real emergencies.

3. PREREQUISITES

3.1. **Required:** 3.5 years of high school math, including trigonometry and analytic geometry.

4. DISCUSSION SECTIONS

4.1. **Enrollment:** Each student must sign up for a discussion section meeting MWF.

4.2. **Attendance:** Discussion sections and lectures are mandatory.

5. TEXTBOOKS

5.1. **Required:** “*Calculus for Life Sciences,*” by Schreiber, 14th edition, ISBN: 9781118180662. The same textbook in looseleaf, hardcover, or softcover is OK, as long as it is the same edition and has the same exercises.

5.2. **Recommended:** “*A Decade of the Berkeley Math Circle,*” vol. I, edited by Stankova and Rike, MSRI/AMS, for learning proofs and problem-solving techniques.

6. HOMEWORK

6.1. **Assigned/Due:** HW will be posted on bCourses every week, usually right before or after each lecture. Thus, usually there will be 2 HWs per week. These HWs must be completed by students by the following Tuesday. HWs will be worth 3% of the final grade. HWs will be collected in sections (usually on Wednesdays, unless specified otherwise). HWs won't be graded. Each HW will be given a score of 0-3 depending on completeness.

- **Absolutely no late HWs** will be accepted, regardless of the reasons.

6.2. **If missed a class:** If you miss lecture or discussion section: do NOT e-mail instructor or GSI to ask for missed handouts and announcements. Instead, ask your classmates.

6.3. Homework solutions:

- **Posted:** on bCourses ordinarily a day or two before the quiz. Do **not** ask for solutions to be posted earlier: you must attempt to do your homework without help from posted solutions.

- **Taken down:** the web in a week or so after being posted; hence make sure that you download them and read them on time. No HW solution files will be sent to students at any time: please, do **not** request them; ask instead your classmates for those missed HW solution files.

7. READING ASSIGNMENTS

It is the students' responsibility to read carefully and thoroughly the assigned textbook section(s) and review their class notes or other assigned materials after each class. If you miss class, do **not** ask the instructor or the GSI for their notes. Ask your classmates for their notes.

8. QUIZZES

8.1. **Total number of quizzes:** There will be about 13 quizzes in the discussion sections, given on Wednesdays, whenever the student's section meets.

8.2. **Number of quiz scores in final grade:** Only the top 10 quiz scores will be taken into account when determining a student's final grade.

8.3. **No make-up quizzes:** If you miss a discussion section when a quiz is taken, you cannot retake the quiz in another section, and your quiz score will be 0. Thus, when you miss discussion sections (for whatever reasons, including being sick, having a family emergency, etc.), keep in mind that exactly **the top ten** quiz scores will be counted, regardless of your reasons. **No** exceptions will be made to this policy: please, do not bring to me or to your TA notes to be excused from quizzes. The quizzes will be based on the current or previous HW and class/section problems.

8.4. **Purpose of the "Top 10 quizzes":** Keep the few times when you might miss quizzes only for true emergencies. The quizzes to be dropped are not intended as a back-up for slacking off, lagging behind the material, or catching up due to unsatisfactory academic performance on previous quizzes. The quizzes that will be dropped are meant to help you in case of an emergency. No further quiz scores will be dropped.

8.5. **Joining the course late and quizzes:** Again, 10 quiz scores will be used towards the final grade, including some possible 0s if fewer than 10 quizzes have been taken.

8.6. **Content of Quizzes:** Ordinarily, each quiz will be graded out of 12 points and will consist of one problem for 10 points and 2 True/False questions, each graded as follows: 1 point for correct answer, 0 for blank, and -1 for incorrect answer. The T/F questions on the quizzes are intended to prepare you for a problem with many T/F questions on each exam. One of the T/F questions on each quiz may be on administrative matters reflected in the syllabus or discussed in lecture or in section. Thus, you must read the syllabus and be updated on any administrative announcements and discussions from lecture and class.

8.7. **Cheat Sheet on Quizzes:** One page (one side of a regular sheet of paper), hand-written by the students. No copying and pasting of typed text from anywhere, unless the student has a registered disability that allows for typed or other specially prepared texts.

9. EXAMS

9.1. Times of the three exams:

- **Midterm 1:** Thursday, September 28, in class.
- **Midterm 2:** Thursday, November 2, in class.
- **Final exam:** Thursday, December 14, 8-11am, scheduled campus-wide.

9.2. **No make-up midterms or final exams:** Every student must take the midterms and the final exam on these dates and at these times.

9.3. **Scheduling or avoiding conflicts with exams?** Do **not** buy tickets to leave before or to come after an exam: you must be here at the three exams dates above. Do **not** ask for earlier dates for the final exam due to flight reservations or other reasons: the final exams times are assigned campus-wide and there will be no personal exceptions. Do **not** take this class if you have a conflict with any of this exam schedule. (Exceptions noted below.)

9.4. **Exam Content.** A substantial part of the exams will be based on versions of problems from:

- **Homework:** problems, both regular and bonus.
- **Class:** problems, theory, and ideas discussed in class.
- **Quizzes:** quiz problems from random sections.

9.5. Are the exams comprehensive?

• **Midterms:** The topics for each midterm exam will be based on the portion of the course between exams. Thus, formally, midterms are **not** comprehensive. Yet, you cannot forget previous material since parts of it may come up in the solutions to midterm problems.

- **The final exam is comprehensive:** Anything covered in the course is fair game.

10. GRADING

10.1. **Grading scheme:** Grades are computed by taking:

• 3% HW completion. Each HW is given a score of 0-3 based on completion.

• 12% quizzes (using only the top 10 quiz scores). Quiz medians of all sections in the class will be uniformized at the end. Thus, there is no point of being upset that your section is getting harder quizzes or is being graded harsher: it won't make a difference in the end.

- 25% each midterm.
- 35% final exam.

• It is up to the instructor to decide if some or all of three exams will be rescaled in the end to the same median, so as to give them comparable weights in the final grade.

10.2. **Resurrection final.** The final exam score will override any lower midterm score, if and after all or some of the three exams have been rescaled to the same class median. This means that

- the final exam may count as 60% or 85% instead of 35%.

10.3. **Class curve.** The final letter grades will be based on a curve. Class statistics on the midterms and the final exam will be posted on bCourses.

10.4. **Missing the final exam:** will result in automatic failure of the course, unless valid reasons are provided for requesting an incomplete grade.

11. SPECIAL ACCOMMODATIONS

11.1. **Skipping a midterm.** You may skip a midterm (but not the final exam!) due to a conflict with **religious creed** or with an **extra-curricular/sports activity**.

- The student must notify the GSI that he/she will be skipping a midterm and explain the reason, so that the GSI does not worry about what happened. No need for a formal documentation.
- The final exam will resurrect the missed midterm. However, this option must be taken only when really necessary. Frivolous skipping a midterm usually leads to a poor final exam outcome.
- It is the student's responsibility to learn the missed material due to the absence.

11.2. **Special Arrangements for Disabled Student Program (DSP) students.**

• If you are a student with **a disability registered by the DSP** on UCB campus and require special arrangements during exams and quizzes, I must be sent the official DSP accommodation by the DSP office at least **14 days (2 weeks)** in advance. We will likely **not** be able to accommodate anyone in less than 14 days and the student will have to take the exam (or quiz) along with everyone else under the regular conditions provided for the class. The earlier we are informed about your DSP status, the easier it is to provide appropriate accommodations for you.

• Do NOT ask to be given special accommodations while promising that in the future you will provide a DSP note. Observe this policy: no exceptions will be made.

11.3. **Taking the final exam "on the road" for athletes.**

• If you have a scheduled athletic competition as a member of an official UCB sports activity during the final exam, you must inform the instructor **at least 14 days prior to the final exam**.

• Final exams "on the road" are not automatically granted: certain conditions must be satisfied and the instructor needs to speak with your coach who will be with you and proctoring the exam. Thus, if you do not inform the instructor at least 14 days prior to the final exam, you will not be granted the privilege of taking the final exams under such special conditions. Take this seriously and act fast and responsibly to ensure that communication has reached the instructor by the deadline.

12. DROP DEADLINE

The results of the first midterm will likely be known **after** the drop deadline. Do not ask me or the GSIs if I think you are more likely to get, say, B- instead of C+: we will not know. The decision to drop the course will be entirely yours and you will have to make it based on your first several quizzes and the first midterm (if its score is available at that point).

13. INCOMPLETE GRADES

13.1. **University policies:** Please, consult the university policies regarding incomplete grades.

13.2. **Reasons for Incomplete:** An Incomplete "I" grade is rarely given. The only justifications for an I grade are:

- **documented serious medical problem, or**
- **a genuine personal/family emergency.**

13.3. **Conditions for giving an incomplete.** When requesting an incomplete, the student must:

- have a passing grade (C- or above) up to that point in the class.
- have completed at least 2/3 of the course work up to that point.
- present a formal document regarding the nature of emergency or the medical problem.

13.4. Invalid reasons for requesting an incomplete.

- Falling behind in this course or a heavy work load in other courses are not acceptable reasons for requesting an incomplete.
- If you miss a midterm (for whatever reasons), you will very likely **not** qualify for an incomplete, as your grade before the final exam will include a 0 on that midterm, which will not have been “resurrected” by the final at the time of requesting the incomplete grade.

14. ACADEMIC INTEGRITY

The Mathematics Department, and in particular, the instructor and the GSIs in this course, expect that students in mathematics courses will not engage in cheating or plagiarism. The following is adapted from the Math Dept web page to our course.

14.1. What does cheating mean? Broadly speaking, cheating means violating the policies of a course or of the university in order to gain an unfair advantage over fellow students. A particular kind of cheating is plagiarism, which means taking credit for someone else’s work. Cheating and plagiarism hurt your fellow students in the short term, they hurt the cheater in the long term, and they will not be tolerated. On exams, the most basic type of cheating is copying off of someone else’s paper. Graders easily spot when two exam papers look unusually similar, or have similar (wrong or correct) answers, calculations, ideas, or thought structure, even if written in different words or order of words. Even glancing at someone else’s paper to check your answer is cheating. If you write the correct answer to a computational problem without any justification or with a bogus justification leading to that answer, this raises strong suspicions that you cheated, on top of not receiving any credit anyways due to the lack of correct justification.

14.2. Electronic devices on exams/quizzes. Electronic devices such as phones, ipads, calculators (electronic, mechanical, or any other type), and other devices, are also not allowed on exams/quizzes (unless explicitly allowed by the instructor), not even to tell the time. There are too many ways to cheat using software and the Internet. Exams are not intended to test your ability to find the answer by any means necessary. The questions might be too easy for that! Rather, exams/quizzes are supposed to test your understanding of the course material, which you will need in order to use math correctly in subsequent courses and in the real world.

14.3. Expectations on exams, quizzes, and HW. Exams and quiz papers are expected to be your own work. In this class we encourage collaboration on homework, as it won’t be graded or collected; but you are carrying your personal responsibility to learn how to do the HW problems independently so as to be able to solve similar problems on exams and quizzes by yourself. When allowed, if you use proofs or calculations from textbooks or class notes, you need to cite these sources, even if you have rewritten the material in your own words; otherwise it is plagiarism.

14.4. How to avoid cheating? It is your responsibility to take reasonable precautions to prevent cheating. In exams, you should sit as far away from other students as the room permits, and hold your exam papers in such a way that they are not easily visible to other students.

14.5. What to do in a case of cheating? If you suspect that other students are cheating, you should immediately inform the instructor and/or your GSIs. Students may be cheating in ways that the instructor/GSI has never even heard of (unlikely, but possible). Even if you don’t mention any names, the sooner you inform the instructor/GSI what is going on, the sooner they can take measures to put a stop to it. You can further report any cheating at:

<http://sa.berkeley.edu/conduct/reporting/academic>

14.6. Resolution to cheating. If you are suspected of cheating, the instructor may pursue a variety of actions depending on the particular nature of the incident. If you accept responsibility for academic misconduct, the matter can often be resolved between you and the instructor with possible academic sanctions ranging from losing points on an exam/quiz to failing the class, and a report will be sent to the Mathematics Department and/or Center for Student Conduct. It is not necessary for the instructor to determine whether the student(s) has a passing knowledge of the relevant factual material. It is understood that any student who knowingly aids in cheating is as guilty as the cheating student.

In serious incidents, or if you maintain that you are not responsible for academic misconduct, the instructor has the freedom and responsibility to impose any academic sanctions within the course that she deems appropriate, and the case will very likely be forwarded to the Center for Student Conduct. In such a case, more stringent actions (e.g., dismissing the student from the university) can be initiated by the Office of Student Conduct.

14.7. Conclusion. We hope that the above clarifications will help prevent cheating. If you have any questions about the rules or expectations, you should not hesitate to ask the instructor/GSI, or the vice chair for undergraduate affairs in the Mathematics Department.

15. DISRUPTED EXAMINATIONS

The following has been adapted from the Mathematics Department advising materials to faculty.

15.1. State law during fire alarms. Over the years, several final examinations have been disrupted by false fire alarms. State law requires that buildings must be evacuated during alarms, and the police department suggests that classes do so in an orderly, efficient fashion so that students can return to work as quickly as possible.

15.2. Penalties for false alarms. A false alarm is a misdemeanor, with a penalty of up to \$1,000 in fines and up to one year in county jail. If the alarm results in bodily injury (e.g., someone has a heart attack), a false alarm can be a felony with a penalty up to \$5,000 in fines and three years in state prison.

15.3. When an alarm does sound during an exam, we will use the following guidelines:

- If an alarm is pulled after the exam has been going on for more than $2/3$ of the overall allotted time, the exam will be considered complete and the grading scale will be adjusted accordingly at the discretion of the instructor.

- If an alarm has been pulled after the exam has been going on for less than 15 minutes, we will evacuate and the students will leave the exams on their desks. After the alarm has been taken care of, the students will proceed back to the classroom and resume the exam. Anyone found carrying his/her exam outside the classroom will not be allowed to continue the exam, and the instructor will be given the freedom to decide how and whether to grade this student's exam.

- During an evacuation, the instructor and the GSIs will visibly monitor the students to cut down on casual exchanges of exam information.

- For exams that have been going on between 15 minutes and less than $2/3$ of the total allotted time, the students will leave their papers in the classroom and evacuate. It will be up to the instructor to decide if there is enough time to resume the exam or to reschedule it.

16. QUESTIONS

16.1. **Whom to Ask?** Please, refer to the following list for who to contact when you have questions regarding the course. Contacting the wrong people will simply result in redirecting you to the appropriate contact person, and thus, will waste your and our time. GSIs are instructed **not** to answer any questions outside of their realm of expertise as listed below.

#	Type of Questions	Person to Ask	When and How
1	enrollment and section placement	Thomas Brown, Evans 965 Ana Renteria, Evans 964	drop-in office hours M-F 9am-12pm, 1-4pm
2	quiz and exam scores	the student's GSI	office hours
3	missed handouts and announcements	classmates	
4	emergencies, administrative questions not addressed elsewhere	professor	office hours
5	math questions	GSIs, professor	sections, office hours
6	emergencies only that are not caused by you and cannot be resolved in office hours	professor	e-mail, phone

16.2. **Email is only for emergencies!** The professor will not answer any math or grading policy questions on e-mail: **professor's e-mail is only for emergencies!**

- “Emergencies” are urgent and important situations that are **not** caused by a student's procrastination, negligence, or disorganization.
- An “emergency” email is **no longer than 5 lines!** In an emergency, one can't write a lot!
- **No attachments can be emailed** to the professor, unless a prior agreement between professor and student has been reached after discussing the issue and the professor has requested more information in the form of an attachment.

16.3. **No repeats.** Any questions addressed in this handout or answered in lectures/sections will not be answered on e-mail or otherwise. For any missed information: ask your classmates.

16.4. **For final exam room and time assignment:** check the UCB final exam schedule on the web; do not send e-mail to professor or GSIs.

17. GSIs CONTACT INFORMATION

#	Name	Email	Office	Office Hours
1	Benjamin Werbner	benwerbner@berkeley.edu	2162 Etcheverry	WF 10-11
2	Chan Bae	c_h_bae@berkeley.edu	Evans 850	M 11-12, W 3:30-4:30
3	Charles Wang	charles.m.wang@berkeley.edu	Evans 828	MW 1:30-2:30
4	James Rowan	james_rowan@berkeley.edu	Evans 842	W 11:30-12:30, Th 2-3
5	Larsen Linov	llinov@berkeley.edu	Evans 842	M 4-5, Th 4-5
6	Minhao Zhou	minhao.zhou@berkeley.edu	2162 Etcheverry	TTh 3-4
7	Roy Zhao	rhzhao@berkeley.edu	Evans 836	M 12-1, W 9-10

• Any student is **welcome to visit** any GSI with math questions. The GSI's and instructor's office hours do not overlap, and hence there are lots of office hours during the week when one can get answers to questions. You do **not** have to come to the instructor's office hours with math questions: all GSIs are qualified to answer math questions related to the course.

• Direct admin. questions (not answered in class) **in person** to your GSI or the instructor.

• **Reserve email for emergencies only!** “Emergencies” are urgent and important situations that are **not** caused by a student's procrastination, negligence, or disorganization. Yes, this is repeated, as a number of students ignore this and send all sorts of routine or non-emergency emails that can be resolved in office hours.

• **Be organized, responsible, and hard-working:** these traits will take you half of the way to performing well and getting a lot out of this course.

18. TENTATIVE PLAN OF THE COURSE

- 1) Functions
- 2) Sequences and convergence
- 3) Limits of functions and continuity
- 4) Applications of limits and introduction of derivatives
- 5) Interpreting and computing derivatives
- 6) Linear approximations and Newton's method
- 7) Higher derivatives and better approximations; L'Hôpital's Rule
- 8) Sketching functions and finding extrema
- 9) Optimization problems
- 10) Series
- 11) Antiderivatives and area under a curve
- 12) The definite integral
- 13) Midterm I (in-class)
- 14) Substitution and changing variables
- 15) Integration by parts
- 14) Numerical integration
- 15) Applications of integration
- 16) Differential equations and dynamics
- 17) Overview of multivariable calculus
- 18) Probability spaces and random variables
- 19) Histograms, PDFs and CDFs and improper integrals
- 20) Midterm II (in-class)
- 21) More on CDFs and improper integrals. Normal distribution
- 22) Expected values
- 23) Variance and independent events/random variables
- 24) Law of Large Numbers and Central Limit Theorem
- 25) Data and statistics
- 26) Maximum likelihood
- 27) Hypothesis testing, P -values
- 28) Large sample size: Z -test
- 29) Small sample size: T -test
- 30) Review for Final Exam I
- 31) Review for Final Exam II
- 32) Final Exam