

There's a lot to keep track of during the first week or so of class. The flow will quickly become second nature to you, but in the meantime, I hope this guide will help.

BEFORE THURSDAY 8/31
(Don't forget — class Thursdays is at 1pm)

1. If you're not registered,
 - make sure I have your name and Wheaton ID, so I can get you onto OnCourse and WeBWorK (even if I don't yet know if there's room in the class.)
 - If I have already told you there *is* space for you, bring me your grey card to sign, and then turn it in to the registrar.

2. Explore the public webpage for the course at

http://jsklensky.webspace.wheatoncollege.edu/Calc1_Fall17/calc1.html
(This is also the top link on the OnCourse site for this class.)

While at this site,

- Bookmark it
 - Read through the Course Policies; email me any questions
 - Look through the syllabus
 - enter all important dates in your calendar
 - each day's assignment is a live link to the webpage with the assignment
 - above the actual syllabus is a guide to the abbreviations I use for each type of assignment (and to the textbooks)
 - Take note of the text covered Wednesday and to be covered Thursday.
 - Read *Suggestions For Reading a Math Book*.
3. Do the reading for Thursday (i.e. read the section listed on the syllabus for Thursday) — pdfs for both textbooks are available through OnCourse.
 4. Log on to WeBWorK (get to from public course page, OnCourse; links in syllabus). Username = Wheaton ID; Password = Wheaton password. Select *Orientation* and work through it. Allow about an hour. Due by 12:50pm Thursday.
 - WeBWorK is set up so that assignments close at a certain time. After that, you can continue to work on the problems, but your answers will no longer be recorded, and you will no longer receive credit.
 - For this assignment, I will give extensions, if you ask by email.
 - Generally, daily WeBWorK will not be due on Thursdays, since that's when weekly problem sets will usually be due.

5. Go to OnCourse (once you have access); fill out the questionnaire, under *Course Basics*.

Before Friday 9/1

1. If you missed the first day, go through everything listed above, first.
2. Go to the public web page for the course, which you bookmarked last time.

Notice: WeBWorK, the public course page, and OnCourse are all inter-linked.

While on this page,

- (Re)-read Wheaton's Honor Code and the description of plagiarism
- Read *A Description of Calculus 1 Problem Sets*, linked to on the public webpage.
- Log on to WeBWorK.
 - If you received an extension on the *Orientation*, finish that by 8:30am Friday.
 - Do the daily WeBWorK assignment (DWW) due 9/1 (entitled DWW9_1), due by 8:30am Friday morning.
 - * Some Daily WeBWorK problems are to solidify ideas from the last class.
 - * Others encourage you to think through your reading for the next class.
 - * Pay attention to notation, and remember previewing answers can help.
 - * Do not spend hours on the daily webwork - this is not their purpose.
 - * If you are unable to get the correct answer, you may turn in handwritten work for partial credit — but then, come to office hours (see course policies, schedule on OnCourse). (Tutoring starts next week.)
 - * And of course, remember that WeBWorK stops accepting your work exactly at the time listed.
- Do the reading for Friday (i.e. read the sections listed on the syllabus for Friday).
- Begin the weekly problem set (PS 1) due next Thursday at the beginning of class
 - Find it by either clicking the link for it on the syllabus or by scrolling down the main (public) web page until you find the heading *Problem Sets*, then clicking on *Due in September*.
 - Weekly problem sets will almost always be due on Thursdays.
 - Weekly problem sets are intended to represent a week's worth of work, and should *never* be postponed until Tuesday or Wednesday.
 - In general, weekly problem sets consist of *both* a WeBWorK portion *and* of problems from one or both of the texts, whose solutions should be handwritten.

Before Wednesday 9/6

1. Read *Problem Set Guidelines*, linked to from the public webpage.
2. Do the reading for Wednesday.

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3. Do the Daily WeBWorK due 9/6.
 - Remember: I do expect a solid effort, but I do not expect you to spend more than about 30-45 minutes on these problems (not including time reading the text).
 - If you are taking longer than you think I intend, come to my office hours - we can talk about both the material and, if you like, the circumstances that might be causing some difficulty.
 - Also remember, you may turn in handwritten solutions for partial credit.
 - Answers become available through WeBWorK one day after its due
4. Work on every problem on PS 1 (both the WebWorK and handwritten portions).
5. If you are getting stuck on PS 1 (or on the daily WeBWorK), plan on coming to either my office hours or the peer tutors in the Filene Center.
6. Peer tutoring in Calculus is Sunday through Thursday from 7-9pm, beginning Monday 9/4.
 - For questions that you think require just a few minutes each to answer, either my office hours or the tutoring center will work for you.
 - If you feel that you are getting stuck on substantive mathematics and will need more than just a few minutes of help at a time, please come to my office hours. (See course policies, schedule on OnCourse, or posting outside my office door)
7. If after coming to office hours and/or going to peer tutoring, you still have a few questions, bring them to class Wednesday – I will spend 10-15 minutes giving quick hints on a few problems at the beginning of class.

Before Thursday 9/7

1. Once again, if you have questions on the problem set, go to my office hours for minor or substantive questions; tutoring in the Filene Center for quick questions.
2. Finish PS 1. Be sure to follow the Problem Set Guidelines for the written portion, including recopying it – I *do* ask the homework grader to take points off for messiness, unstapled homework, a missing Honor Code Pledge, etc, and to return it ungraded if it is *too* messy or otherwise difficult to follow.
3. Bring PS 1 to class – it is due at the beginning of class.
4. Do the reading for Thursday.

Before Friday 9/8

1. Do the reading for Friday.

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2. Do the daily WeBWorK due 9/8.
3. Begin working on PS 2, due next Thursday

Before Monday 9/11

1. Do the reading for Monday.
2. Do the daily WeBWorK due 9/11.
3. Continue working on PS 2. If you run into questions appropriate for the peer tutors (see above), go to the Filene Center 7-9pm Sunday.
4. Bring questions to class Monday; this is my usual day for spending 10-15 minutes giving hints.

Before Wednesday 9/13

1. Do the reading for Wednesday.
2. Do the daily WeBWorK due 9/13.
3. Have attempted every problem in PS 2. If you have questions on the problem set, go to my office hours for minor or substantive questions; tutoring in the Filene Center for quick questions.
4. Bring remaining questions to class Wednesday

Before Thursday 9/14

1. Once again, if you have questions on the problem set, go to my office hours for minor or substantive questions; tutoring in the Filene Center for quick questions.
2. Finish PS 2. Re-read the Problem Set Guidelines for the written portion. Recopy it. Remember that I *do* ask the homework grader to take points off for messiness, unstapled homework, a missing Honor Code Pledge, etc, and to return it ungraded if it is *too* messy or otherwise difficult to follow.
3. Bring PS 2 to class – it is due at the beginning of class.
4. Do the reading for Thursday.

I hope that this has helped you to get a feel for the flow of the class. It will continue in much the same way – daily WeBWorK assignments due every MWF; weekly problem sets due every Thursday (which you will be working on throughout the week). This routine will be punctuated by the occasional opportunity to assess how well we're all doing at our jobs.