

There's a lot to keep track of during the first week or so of class. Some things you do three times a week, some once weekly, while others are one-time only, just to get started. While the repeated events will quickly become second nature to you, in the beginning it can all feel overwhelming. I hope this guide will help you get through the first week or so.

BEFORE THURSDAY 1/22

(Don't forget to come to class Thursday at 8:30am, same classroom)

1. If you're not registered, *and* if I say there's space in the class for you,
 - make sure I have the correct spelling of your name and your Wheaton ID (your "w" number), so I can get you get access to OnCourse and WeBWorK.
 - ask me to sign your grey card and turn it in to the registrar.
2. Go to the main (public) webpage for the course at
http://acunix.wheatonma.edu/jsklensk/Calc1_Spring15/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
 - Look through the syllabus; enter all important dates in your calendar. Above the calendar portion are the abbreviations I use for each type of assignment; those descriptions are also live links to the pages where you will find those assignments.
 - Take note of the section covered Wednesday and being covered Thursday.
 - Read *Suggestions For Reading a Math Book*.
3. If it is open to you, go to the course OnCourse page; fill out the questionnaire listed under *Course Basics*. (If it is not, remember to do this when you can.)
 4. Log on to WeBWorK (linked to from the main course page, OnCourse; and above the calendar portion of the syllabus). Username = Wheaton ID; Password = Wheaton password. Select *Orientation* and begin working through it. (Due by 8:30 am Friday).
 5. Do the reading for Thursday (i.e. read the section listed on the syllabus for Thursday).

Before Friday 1/23

1. If you missed the first day, go through everything listed above, first.
2. Go to the main (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
- Log on to WeBWorK. Finish *Orientation*, then do the daily WeBWorK assignment (DWW) due 1/23. Both of these are due by 8:30am Friday morning.
- 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. [Most weekly problem sets consist of *both* a WeBWorK portion and of problems from the book whose solutions should be handwritten.] These weekly problem sets are intended to represent a week's worth of work, and should *never* be postponed until Tuesday or Wednesday. You find them 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 January and February*.
- 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. Peer tutoring is Sunday through Thursday from 7-9pm, beginning Sunday 1/25. 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. However, 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 plan on coming to my office hours.

Before Monday 1/26

1. Do the reading for Monday.
2. Read *A Description of Calculus 1 Problem Sets*, linked to on the main (public) webpage.
3. Do the daily WeBWorK due 1/26. These daily WeBWorK problems are intended to help solidify the basics covered in the previous class, as we learn math by doing. Pay attention to notation – as you learned in the orientation, if your notation doesn't follow the order of operations, you won't have typed in what you meant to.
4. Continue working on PS 1 (both the WebWorK portion and the handwritten portion).
5. Bring questions to my office hours or to tutoring in the Kollett Center (see above for rough guidelines on when the Kollett Center is a good choice).

Before Wednesday 1/28

1. Do the reading for Wednesday.
2. Read *Problem Set Guidelines*, linked to from the main (public) webpage.
3. Do the daily WeBWorK due 1/28.
4. Have tried every problem on PS 1 (both the WebWorK and handwritten portions).

5. If after coming to office hours and/or going to peer tutoring, you still have questions, bring them to class Wednesday – I will spend 10-15 minutes giving quick hints on a the most-asked-about questions at the beginning of class.

Before Thursday 1/29

1. Do the reading for Thursday.
2. Note that (generally) I do not assign daily WeBWorK for Thursdays, since that's when weekly problem sets are due.
3. Once again, if you have questions on the problem set, go to my office hours for minor *or substantive* questions; the Filene Center for quick questions.
4. Finish PS 1. Be sure to follow the Problem Set Guidelines for the written portion, including recopying it – I *do* ask the homework grader 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.
5. Bring PS 1 to class – it is due at the beginning of class.

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 "celebration of learning".