



## UNSW Course Outline

# MATH1011 Fundamentals of Mathematics B - 2024

Published on the 04 Feb 2024

## General Course Information

**Course Code :** MATH1011

**Year :** 2024

**Term :** Term 1

**Teaching Period :** T1

**Is a multi-term course? :** No

**Faculty :** Faculty of Science

**Academic Unit :** School of Mathematics & Statistics

**Delivery Mode :** Multimodal

**Delivery Format :** Standard

**Delivery Location :** Kensington

**Campus :** Sydney

**Study Level :** Undergraduate

**Units of Credit :** 6

### Useful Links

[Handbook Class Timetable](#)

## Course Details & Outcomes

### Course Description

This course provides mathematical skills and knowledge similar to the NSW HSC Mathematics Extension 1 high school subject. It can serve as a bridging course for students who need to take MATH1131 but do not have the necessary assumed knowledge. It covers functions and their

inverses, limits, continuity, differential and integral calculus as a grounding for a more rigorous treatment of these topics in MATH1131. Also covered are sequences and series, mathematical induction, the binomial theorem, probability, and an introduction to vectors in 2 and 3 dimensions and solving systems of linear equations using Gaussian elimination. The Maple computer algebra package is used to complement hand calculations. It is assumed that students will have mathematical background knowledge equivalent to a Band 4 in HSC Mathematics Advanced.

## Course Aims

The aim of this course is to provide mathematical skills similar to HSC Mathematics Extension 1 for students who need this for further study in mathematics or other STEM disciplines. The course introduces the theorems and definitions on which Calculus is built and vectors, matrices and Gaussian elimination which will form the basis for the study of Linear Algebra. The course also builds mathematical communication skills and introduces students to the computer algebra systems.

## Relationship to Other Courses

**Exclusions:** DPST1013, ECON1202, MATH1031, MATH1131, MATH1141, MATH1151 or not enrolled in 3991 or any UNSW Business Program.

# Course Learning Outcomes

Course Learning Outcomes
CLO1 : Apply the concepts and techniques of Calculus and Linear Algebra to solve specific problems.
CLO2 : Formulate mathematical models using Algebra and Calculus and interpret their solution.
CLO3 : Communicate mathematical ideas using correct terminology and using technology.
CLO4 : Use technology as an aid to solve problems in Algebra and Calculus.

Course Learning Outcomes	Assessment Item
CLO1 : Apply the concepts and techniques of Calculus and Linear Algebra to solve specific problems.	<ul style="list-style-type: none"><li>• Weekly Lessons</li><li>• Lab Tests</li><li>• Assignment</li><li>• Final examination</li></ul>
CLO2 : Formulate mathematical models using Algebra and Calculus and interpret their solution.	<ul style="list-style-type: none"><li>• Weekly Lessons</li><li>• Lab Tests</li><li>• Assignment</li><li>• Final examination</li></ul>
CLO3 : Communicate mathematical ideas using correct terminology and using technology.	<ul style="list-style-type: none"><li>• Assignment</li></ul>
CLO4 : Use technology as an aid to solve problems in Algebra and Calculus.	<ul style="list-style-type: none"><li>• Weekly Lessons</li><li>• Lab Tests</li><li>• Final examination</li><li>• Assignment</li></ul>

## Learning and Teaching Technologies

Moodle - Learning Management System | YouTube, Numbas Platform, Maple Application

## Learning and Teaching in this course

### Lectures

All lectures are pre-recorded for this course. A complete set of lecture videos hosted via YouTube can be found on Moodle in the section of the appropriate week. Students must watch each week's calculus lecture videos before that week's corresponding calculus tutorial, and each week's algebra lecture videos before that week's corresponding algebra tutorial.

### Classroom Tutorials

In Term 1 2024, Classroom Tutorials are scheduled to be held in-person and face-to-face.

Students are enrolled in two weekly Classroom Tutorials for Weeks 1-5 and 7-10. The first Classroom Tutorial will be focused on Calculus and the second Classroom Tutorial will be focused on Algebra each week. Attendance is strongly recommended for all Classroom Tutorials, and a roll will be taken.

The time and location for your Classroom Tutorial can be found on myUNSW. You can change your tutorial via myUNSW until the end of Week 1. After that time, you can only change tutorials by contacting the Mathematics and Statistics Student Services with evidence of a timetable clash or work commitments.

The main reason for having Classroom Tutorials is to give you a chance to tackle and discuss problems which you find difficult or don't fully understand, so it is important to try at least a selection of tutorial problems before attending your Classroom Tutorial so that you know the questions you would like to ask of your tutor. A schedule of suggested homework problems, to be attempted **before** your classroom tutorial, will be posted on Moodle.

Solving problems and writing mathematics clearly are two separate skills that need to be developed through practice. We recommend that you keep a workbook to practice *writing* solutions to mathematical problems.

## Moodle

Log into Moodle to find announcements, general information, notes, lectures, lecture slides, classroom tutorial and homework problems, and links to Weekly Lessons and assessments.

<https://moodle.telt.unsw.edu.au/>

## Numbas

All assessments in this course, including Weekly Lessons, use a system called Numbas. Information on how to access and use Numbas is provided on Moodle.

## Maple and Computing

The aim of the computing component is twofold:

1. You will use the symbolic computing package Maple to conduct mathematics on the computer. This usage of Maple is integrated with the algebra and calculus streams and the

assessments of this course, and is designed to enhance your understanding of the mathematics involved, as well as letting you use software as a tool to do mathematics. You will find the skills you acquire and things you learn useful in many other subjects of study, both within and outside the School of Mathematics and Statistics. Maple enables you to tackle larger, harder and more real-world mathematical problems, since it can handle all the difficult algebra and calculus for you. Furthermore, learning some Maple introduces you to some of the basic ideas of computer programming.

2. You will gain some experience in teaching yourself how to use a complicated computing package. Independently learning to use technical software is a valuable skill required in other courses at UNSW and in the workforce.

Maple is available for Windows, Mac and Linux, but is not freeware. UNSW provides a free cloud-based virtual version of Maple that students in first-year mathematics courses can access on their personal devices. For details, please see the myAccess website:

<https://www.myaccess.unsw.edu.au/>

For MATH1011, there will be introductory instructional videos available on Moodle. Students are then expected to independently work through and understand the content of the provided Maple worksheets and notes. During the term, the assessment for the computing component of the course is embedded in the Weekly Lessons, and is linked to topics in algebra and calculus, so knowledge of other parts of the course is required. The Final Examination may contain some questions requiring knowledge of Maple.

## Additional Course Information

This course is not available as a General Education Course or as an Elective where students have met the assumed knowledge of Mathematics Advanced and Mathematics Extension 1.

# Assessments

## Assessment Structure

Assessment Item	Weight	Relevant Dates
Weekly Lessons Assessment Format: Individual	10%	Start Date: Two weeks before due date Due Date: Weekly on Tuesday at 5:00 PM
Lab Tests Assessment Format: Individual	30%	Start Date: Practice tests for Lab Tests 1 and 2 released in Weeks 4 and 10. Due Date: See the EXM class in your myUNSW timetable for your Lab Test time.
Assignment Assessment Format: Individual	10%	Start Date: Early Week 5 Due Date: Week 7 Friday (27/10/23) Post Date: 11/11/2023 05:00 PM
Final examination Assessment Format: Individual	50%	Start Date: During the exam period Due Date: See Moodle for details of your exam date and time.

## Assessment Details

### Weekly Lessons

#### Assessment Overview

The Weekly Lessons cover all aspects of the course, including Algebra, Calculus and the use of the Maple computer algebra system. They will consist of some exercises on Moodle. You will be provided with instant feedback and unlimited repeat attempts.

#### Course Learning Outcomes

- CLO1 : Apply the concepts and techniques of Calculus and Linear Algebra to solve specific problems.
- CLO2 : Formulate mathematical models using Algebra and Calculus and interpret their solution.
- CLO4 : Use technology as an aid to solve problems in Algebra and Calculus.

#### Detailed Assessment Description

There is a pair of Weekly Lessons on the learning platform Numbas, one for Algebra and one for Calculus, due on Tuesday of the following Week at 5 pm. The first deadline (for the Week 1 Lessons) is on Tuesday of Week 2. These Lessons can be found on the MATH1011 Moodle course page. Weekly Algebra Lessons contain algebra problems and Weekly Calculus Lessons contain calculus problems. Each Weekly Lesson will include a question on Maple.

The best 6 of the 9 Weeks worth of Weekly Lessons will be counted towards your final grade

- Your work on Weekly Lessons must be your own, but you are encouraged to discuss the methods required in collaboration with other students.
- Each version of a Weekly Lesson will be slightly different.
- You are expected to complete all 9 weeks of Weekly Lessons, but only the best grade from 6 of the 9 weeks will be counted towards your final grade.
- Since you can ask for help with these exercises, you have unlimited attempts before the deadline, you can check your answers as you go within each attempt, and there is built-in automatic feedback, most students obtain a perfect score across all 9 weeks; you should aim for this.
- Only a limited number of users can have simultaneous access to Numbas, so please **do NOT leave your work on the Weekly Lessons to the due date**, since the server may be too busy.
- **No deadline extensions will be granted** unless you have documented reasons beyond your control covering *at least 4 weeks*. You should attempt these tests with sufficient remaining time to allow for unplanned service interruptions.

### Assessment Length

One week

### Submission notes

Numbas Platform

### Assessment information

No late submissions will be accepted past the deadline. Since only the best 6 out of 9 Weekly Lessons count for marks, special consideration for Weekly Lessons will only be considered for students who have appropriate documentation to explain missing **more than 3** Weekly Lessons.

### Assignment submission Turnitin type

This is not a Turnitin assignment

## Lab Tests

### Assessment Overview

You will complete two Lab Tests during the term. These tests are focused on basic skills in both Algebra and Calculus and will be a mix of questions that can be solved by hand and with the Maple computer algebra system. Before each test you will be provided with the actual test question bank. This test bank provides unlimited practice attempts with instant feedback. You will be able to practice until you can solve all the problems quickly and accurately. The tests have a 40-minute duration and will be supervised in a computer lab on campus. Lab Tests 1 and 2 will each contribute 15% of the overall course grade. Lab Test 1 will be in Week 4 and Lab Test 2 will be in Week 9.

## Course Learning Outcomes

- CLO1 : Apply the concepts and techniques of Calculus and Linear Algebra to solve specific problems.
- CLO2 : Formulate mathematical models using Algebra and Calculus and interpret their solution.
- CLO4 : Use technology as an aid to solve problems in Algebra and Calculus.

## Detailed Assessment Description

These tests will be conducted in-person at the times and locations listed as the EXM classes on your Class Timetable on myUNSW (you may need to select the specific weeks to view these).

Any variations to these will be announced on Moodle or via email. **You will have a single attempt at each Lab Test.**

For these Lab Tests, you will be given a mix of Algebra and Calculus questions that can be solved by hand. You will not be provided with any notes, nor be able to use software such as Maple. For Lab Test 1, you will not be allowed to use a calculator. For Lab Test 2, you may bring your own calculator bearing a UNSW-approved sticker.

You must bring the following to your test.

- The device you use for MFA so that you can log in to Moodle;
- Your UNSW Student ID card;
- Any pens, pencils, erasers, rulers and other static drawing aids that you wish to use.

No other devices or resources are permitted in either Lab Test 1 or 2. For example, you **CANNOT** bring the following:

- Notes or textbooks;
- Paper for working. (Rough working paper will be provided.)

The entire question bank of possible test problems will be provided on the MATH1011 Moodle page via Numbas. There, you will also find a Practice Lab Test with the same format as the actual Lab Test. *You are allowed an unlimited number of attempts at the practice tests before each Lab Test, and these do not count for marks.*

You are expected to have worked out exactly how to answer the questions before you attend the real in-person tests because you are granted unlimited practice at the question bank, and you can review your results for these tests in the Möbius gradebook.

## Assessment Length

40 minutes

## Submission notes

Numbas Platform

### Assignment submission Turnitin type

This is not a Turnitin assignment

## **Assignment**

### Assessment Overview

The purpose of the assignment is to improve your written mathematical communication. You will be presented with individualised questions and you will produce typed solutions using Microsoft Word, LaTeX or another similar system. You will be able to check the correctness of some parts of your answers prior to submission so your main task will be to create a well-presented written document containing your solutions. The assignment will be released in Week 5 and will be due in Week 7. You will be provided with feedback on the clarity of your communication of mathematical ideas and the correctness of your solutions approximately two weeks after submission.

### Course Learning Outcomes

- CLO1 : Apply the concepts and techniques of Calculus and Linear Algebra to solve specific problems.
- CLO2 : Formulate mathematical models using Algebra and Calculus and interpret their solution.
- CLO3 : Communicate mathematical ideas using correct terminology and using technology.
- CLO4 : Use technology as an aid to solve problems in Algebra and Calculus.

### Detailed Assessment Description

The Assignment is designed to provide feedback on your writing and help you recognise good mathematical writing for future study.

The questions will be presented to you on Numbas, and you will write solutions to these questions in a typed document. You will be able to check the mathematical correctness of some parts of your answer using Numbas, so your main task will be to present your answers well with good explanations of your working. Your marker will grade your work based on the correctness of your answers and arguments, and on the following aspects (note that the following marking criteria are focused on how you explain and present your answers):

1. Is the work written in sentences and paragraphs with correct grammar?
2. Is the level of written explanation sufficient for someone who did not know how to solve this

problem to follow the argument? Are the explanations concise and clear? Do the explanations avoid unnecessary detail or irrelevant information?

3. Are the arguments self-contained and can be understood without reference to the question?

Are the conclusions written out clearly?

4. Are the mathematical arguments valid?

5. Are the equations typeset using an equation editor or similar? Are mathematical symbols within the text typeset as mathematical symbols? Are equations and mathematical expressions formatted appropriately?

You will submit your work online via a Turnitin link on Moodle. The assessment deadline will be 4:59 PM on Friday of Week 7. The assignment will have a maximum mark of 20. A penalty of 5% of the maximum mark will be deducted from the awarded mark per day late up to a maximum of 5 days late. **Submissions over 5 days late will receive a mark of zero.**

Complete details of the process for this will be provided when the assignment is released.

#### Assessment Length

Complete solutions to all questions

#### Submission notes

Must be typed using software with an equation editor (e.g. Word, LaTeX).

#### Assessment information

Standard late submission penalties apply.

#### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

### **Final examination**

#### Assessment Overview

The final examination covers all aspects of the course.

The examination will be supervised during the end of term examination period.

#### Course Learning Outcomes

- CLO1 : Apply the concepts and techniques of Calculus and Linear Algebra to solve specific problems.
- CLO2 : Formulate mathematical models using Algebra and Calculus and interpret their solution.

- CLO4 : Use technology as an aid to solve problems in Algebra and Calculus.

#### Detailed Assessment Description

The Final Examination will be conducted using Numbas. The exam will be conducted in-person in the Anita B. Lawrence Centre Computing Labs. The approximate date and time will be available on myUNSW. Your actual precise date, time and location will be provided on Moodle. Further details of the exam arrangements will be available on Moodle after the final exam timetable is released.

The best guide to the style and level of difficulty of the provided Practice Exam and Past Exam. These will be provided on Moodle. The final exam covers material from the entire course, including the algebra, calculus and computing (Maple) syllabuses. The exam will consist of 25 algebra and 25 calculus multiple choice questions. Some questions in each of the algebra and calculus questions will require some basic knowledge of Maple.

More specific information on the format will be provided on Moodle closer to the end of Term.

#### Assessment Length

2 hours

#### Submission notes

Numbas Platform

#### Assessment information

The assessment tasks during the term allow repeated attempts over an extended period and focus more on basic skills. As a result, you should be aiming for a high mark in the pre-exam assessment material, and this indicates significant progress towards achieving the CLOs of MATH1011. The Final Examination is time-limited and has more complex questions. Therefore, a high mark in the pre-exam assessment is not always an accurate indication of the final course mark.

You are expected to be available for both the main exam period and, in case you cannot attend the exam due to illness or other misadventure, the supplementary exam period.

#### Assignment submission Turnitin type

This is not a Turnitin assignment

## **General Assessment Information**

The assessment structure of MATH1011 may be quite different to high school and other courses

that you are used to. It is designed so that you should expect to be close to passing the course before taking the Final Examination, with pre-exam assessments (Weekly Lessons, Lab Tests, Assignment) focusing on basic skills, and the Final Examination itself focusing on more advanced skills.

- Weekly Lessons allow you to check your answers them, they are available for an extended period, you can collaborate with peers, seek help and use any resources you wish, as long as the answers you enter are your own. Most students gain a perfect score for these lessons.
- The Lab Tests allow you unlimited practice of questions from the question bank used in these tests. For this reason, you should aim for a mark of 80% or higher in the Lab Tests. Marks below this threshold should be seen as a warning sign of possible failure in the course.
- The focus of the Assignment is mathematical communication. It is available over an extended period and you can work on the Assignment with the benefit of all the course resources. Students who pass MATH1011 typically obtain a mark of at least 6 or 7 out of 10 for the Assignment.
- The average mark for pre-exam work is typically well over 40/50.

Note:

- You will be able to view your final exam timetable on myUNSW. Note that the exam may run over multiple sessions, possibly covering several days, but this will not appear on myUNSW, so you must also check Moodle for details of your exam time. Details of when this timetable will be released is available on the university website: <https://student.unsw.edu.au/dates-and-timetables>.
- It is important that you understand UNSW's rules for the conduct of assessments and the penalties for academic misconduct. This information can be accessed through myUNSW at: <https://student.unsw.edu.au/conduct>
- UNSW assesses students under a standards-based assessment policy. For more information on how this policy is applied within the School of Mathematics and Statistics, please refer to the following website:  
[https://www.unsw.edu.au/science/our-schools/mathematics/student-life-resources/  
student-services/assessment-policies](https://www.unsw.edu.au/science/our-schools/mathematics/student-life-resources/student-services/assessment-policies)
- For more information on how UNSW implements special consideration policies for assessments during the term and the Final Examination, please refer to the following website:  
<https://student.unsw.edu.au/special-consideration>

### Grading Basis

Standard

### Requirements to pass course

To pass MATH1011, you need an overall final mark of 50/100 or greater. There is no requirement to gain any particular mark in any individual assessment items.

# Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 12 February - 18 February	Lecture	Pre-recorded lectures are designed to be watched each Week from Week 1 until Week 10, with a break in Week 6, before the corresponding tutorials.
	Online Activity	Weekly Numbas Lessons commence in Week 1 and continue until Week 10 with a break in Week 6. Each Week's Algebra and Calculus Lesson is due on the following Tuesday.
	Tutorial	Classroom Tutorials commence in Week 1 and continue until Week 10 with a break in Week 6.
Week 2 : 19 February - 25 February	Other	Lectures and Classroom Tutorials continue.
	Online Activity	The Week 1 Weekly Numbas Lessons for Algebra and Calculus are due on Tuesday at 5pm. Deadlines for future weeks are always at 5pm on the following Tuesday. They are not shown in the schedule below.
Week 3 : 26 February - 3 March	Other	Lectures, Weekly Numbas Lessons and Classroom Tutorials continue.
	Homework	Use Practice and Example Lab Test 1 to prepare for Lab Test 1 which is next week.
Week 4 : 4 March - 10 March	Assessment	Lab Test 1 (see EXM class in your myUNSW Timetable for date and time).
	Other	Lectures, Weekly Numbas Lessons and Classroom Tutorials continue.
Week 5 : 11 March - 17 March	Other	Lectures, Weekly Numbas Lessons and Classroom Tutorials continue.
	Assessment	Assignment questions released on Numbas.
Week 6 : 18 March - 24 March	Other	Flexibility Week.
Week 7 : 25 March - 31 March	Other	Lectures, Weekly Numbas Lessons and Classroom Tutorials continue.
	Assessment	Assignment due at 4:59 PM on Friday Week 7.
Week 8 : 1 April - 7 April	Other	Lectures, Weekly Numbas Lessons and Classroom Tutorials continue.
Week 9 : 8 April - 14 April	Other	Lectures, Weekly Numbas Lessons and Classroom Tutorials continue.
	Homework	Use Practice and Example Lab Test 2 to prepare for Lab Test 2 which is next week.
Week 10 : 15 April - 21 April	Assessment	Lab Test 2 (see EXM class in UNSW Timetable for date and time).
	Other	Lectures, Weekly Numbas Lessons and Classroom Tutorials continue.

## Attendance Requirements

Students are strongly encouraged to attend all classes and review lecture recordings.

## General Schedule Information

Note that all lectures are pre-recorded and should be watched before the corresponding classroom tutorials. If there are online classroom tutorials, then some may be recorded, and this may include student comments. Recorded lectures and tutorials will be indicated on Moodle.

Lectures and tutorials run in all Weeks from 1 to 10, except for Week 6 which will have no classes.

## Algebra Syllabus

- **Trigonometry:** Right-angled triangles, sine and cosine rules, applications to 2 and 3 dimensional problems, radians, solution of  $\sin x = k$ , introduction to inverse trig. functions, solutions of  $\arcsin k = x$ , sketching trig. and inverse trig. functions, trig. identities, exact trig.

- ratios, auxiliary angle, modelling with waves.
- **Vectors:** Introduction, application to displacement, problems, vector geometry, dot and cross products.
  - **Polynomials:** Remainder and factor theorems.
  - **Complex Numbers:** Polynomials with complex roots, arithmetic with complex numbers, modulus and argument, Argand diagrams, polar form of complex numbers, powers, square roots, inequalities in  $\mathbb{C}$ , sketching regions of the complex plane.
  - **Matrices:** Matrix, arithmetic,  $2 \times 2$  determinants, inverses, applications.
  - **Systems of Linear Equations:** Gaussian elimination, back-substitution, applications.
  - **Counting:** Sizes of (finite) sets, addition law, inclusion-exclusion principle, multiplication law, arrangements and selections, applications.
  - **Probability:** Introduction, addition and multiplication laws, independent events, conditional probability.
  - **Summation and Induction:** Summation notation, series, mathematical induction, binomial theorem.

## Calculus Syllabus

- **Functions:** Notation, domain and range of functions, sketching curves without calculus (straight lines, quadratics, cubics).
- **Inequalities and Absolute Values:** Sketching and solving.
- **Special Functions:** Surds and indices, exponentials and logarithms, odd and even functions, inverse functions.
- **Limits:** Polynomial and trigonometric limits, introduction to differentiation.
- **Continuity:** Definition of continuity.
- **Differentiation:** Definition of the derivative, product rule, quotient rule, chain rule, higher derivatives, interpretations of the derivative, advanced curve sketching.
- **Applications of differentiation:** Motion of a particle, maxima and minima.
- **Sequences:** Newton's method.
- **Further differential calculus:** Implicit differentiation, parametric equations, related rates, exponential growth and decay, Newton's law of cooling, modelling with the exponential function.
- **Integration:** Riemann sums, fundamental theorem of calculus, methods of integration, integration by substitution, areas under curves, definite integrals, Simpson's rule, applications of integration.

# Course Resources

## Recommended Resources

### Staff Consultations

From Week 2, there will be a roster which shows for each hour of the week a list of names of members of staff who are available to help students in first-year mathematics courses, no appointment necessary. This roster will be announced on the course Moodle and linked in the

page on Moodle called "Student Life - Support Resources". See also below:

<https://www.unsw.edu.au/science/our-schools/mathematics/student-life-resources/student-services/consultation-mathematics-staff>

## **Mathematics Drop-in Centre**

The Mathematics Drop-in Centre also provides free help to students with certain first- and second-year mathematics and statistics courses. All first-year MATH courses are supported. In Term 1 2024, the Drop-in Centre will be available both in-person in H13 Lawrence East Lab G12B and online on the Drop-in Centre Moodle page (via Blackboard Collaborate).

The Mathematics Drop-in Centre schedule will be available on Moodle by the end of Week 1. Please note that no appointment is necessary, this is a drop-in arrangement to obtain one-on-one help from tutors. See also below:

<https://www.unsw.edu.au/science/our-schools/mathematics/student-life-resources/student-services/mathematics-drop-in-centre>

## **Lab Consultants**

For help with the Maple computing component of the first-year courses, consultants will be available via the Drop-in Centre. For more details, see below:

<https://www.unsw.edu.au/science/our-schools/mathematics/student-life-resources/student-services/computing-information/maple-lab-consultants>

## **Regarding student-owned computers for mathematics courses**

The School of Mathematics and Statistics is committed to providing, through its own computing laboratories, all the computing facilities which students need for courses taught by the School. No student should feel the need to buy their own computer in order to undertake any Mathematics course. Nevertheless, the following information is provided for the benefit of those who may wish to use their own computer for work associated with Mathematics courses.

All of our courses have a UNSW Moodle presence, and it is there that you should look for course materials or links unless your lecturer tells you otherwise. UNSW Moodle may be accessed from any computer with internet access; see their help files and pages for technical requirements and how to check whether your web browser is supported.

The School of Mathematics and Statistics provides assistance to students using teaching

software in its computing laboratories. It does not have the resources to advise or assist students in the use of home computers or in communication between home computers and university facilities.

## Course Evaluation and Development

Feedback will be collected at the end of term via myExperience forms. Your feedback informs our decisions about course organisation and individual tutor practices.

## Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Dominic Vella		H13 Anita B Lawrence Centre East 2075			No	Yes
Year coordinator	Jonathan Kress		H13 Anita B Lawrencer Centre East 3073			No	No
Administrator	Hilda Cahya		H13 Anita B Lawrence Centre East 3072			Yes	No

## Other Useful Information

### Academic Information

Upon your enrolment at UNSW, you share responsibility with us for maintaining a safe, harmonious and tolerant University environment.

You are required to:

- Comply with the University's conditions of enrolment.
- Act responsibly, ethically, safely and with integrity.
- Observe standards of equity and respect in dealing with every member of the UNSW community.
- Engage in lawful behaviour.
- Use and care for University resources in a responsible and appropriate manner.
- Maintain the University's reputation and good standing.

For more information, visit the [UNSW Student Code of Conduct Website](#).

### Academic Honesty and Plagiarism

Referencing is a way of acknowledging the sources of information that you use to research your assignments. You need to provide a reference whenever you draw on someone else's words,

ideas or research. Not referencing other people's work can constitute plagiarism.

Further information about referencing styles can be located at <https://student.unsw.edu.au/referencing>

**Academic integrity** is fundamental to success at university. Academic integrity can be defined as a commitment to six fundamental values in academic pursuits: honesty, trust, fairness, respect, responsibility and courage. At UNSW, this means that your work must be your own, and others' ideas should be appropriately acknowledged. If you don't follow these rules, plagiarism may be detected in your work.

Further information about academic integrity, plagiarism and the use of AI in assessments can be located at:

- The [Current Students site](#),
- The [ELISE training site](#), and
- The [Use of AI for assessments](#) site.

The Student Conduct and Integrity Unit provides further resources to assist you to understand your conduct obligations as a student: <https://student.unsw.edu.au/conduct>

## Submission of Assessment Tasks

### Penalty for Late Submissions

UNSW has a standard late submission penalty of:

- 5% per day,
- for all assessments where a penalty applies,
- capped at five days (120 hours) from the assessment deadline, after which a student cannot submit an assessment, and
- no permitted variation.

*Any variations to the above will be explicitly stated in the Course Outline for a given course or assessment task.*

Students are expected to manage their time to meet deadlines and to request extensions as early as possible before the deadline.

### Special Consideration

If circumstances prevent you from attending/completing an assessment task, you must officially apply for special consideration, usually within 3 days of the sitting date/due date. You can apply by logging onto myUNSW and following the link in the My Student Profile Tab. Medical

documentation or other documentation explaining your absence must be submitted with your application. Once your application has been assessed, you will be contacted via your student email address to be advised of the official outcome and any actions that need to be taken from there. For more information about special consideration, please visit: <https://student.unsw.edu.au/special-consideration>

**Important note:** UNSW has a “fit to sit/submit” rule, which means that if you sit an exam or submit a piece of assessment, you are declaring yourself fit to do so and cannot later apply for Special Consideration. This is to ensure that if you feel unwell or are faced with significant circumstances beyond your control that affect your ability to study, you do not sit an examination or submit an assessment that does not reflect your best performance. Instead, you should apply for Special Consideration as soon as you realise you are not well enough or are otherwise unable to sit or submit an assessment.

## Faculty-specific Information

### Additional support for students

- [The Current Students Gateway](#)
- [Student Support](#)
- [Academic Skills and Support](#)
- [Student Wellbeing, Health and Safety](#)
- [Equitable Learning Services](#)
- [UNSW IT Service Centre](#)
- Science EDI Student [Initiatives](#), [Offerings](#) and [Guidelines](#)

### School-specific Information

#### School of Mathematics and Statistics and UNSW Policies

The School of Mathematics and Statistics has adopted a number of policies relating to enrolment, attendance, assessment, plagiarism, cheating, special consideration etc. These are in addition to the Policies of The University of New South Wales. Individual courses may also adopt other policies in addition to or replacing some of the School ones. These will be clearly notified in the Course Initial Handout and on the Course Home Pages on the Maths Stats web site. Students in courses run by the School of Mathematics and Statistics should be aware of the School and Course policies by reading the appropriate pages on the web site starting at: [The School of Mathematics and Statistics assessment policies](#)

The School of Mathematics and Statistics will assume that all its students have read and understood the School policies on the above pages and any individual course policies on the Course Initial Handout and Course Home Page. Lack of knowledge about a policy will not be an excuse for failing to follow the procedure in it.

### **Special Consideration - Short Extension Policy**

The School of Mathematics and Statistics has carefully reviewed its range of assignments and projects to determine their suitability for automatic short extensions as set out by the UNSW Short Extension Policy. Upon comprehensive examination of our course offerings that incorporate these types of assessments, we have concluded that our current deadline structures already accommodate the possibility of unexpected circumstances that may lead students to require additional days for submission. Consequently, the School of Mathematics and Statistics has decided to universally opt out of the Short Extension provision for all its courses, having pre-emptively integrated flexibility into our assessment deadlines. The decision is subject to revision in response to the introduction of new course offerings. Students may still apply for Special Consideration via the usual procedures.

### **Computing Lab**

The main computing laboratory is room G012 of the Anita B.Lawrence Centre (formerly Red Centre). You can get to this lab by entering the building through the main entrance to the School of Mathematics (on the Mezzanine Level) and then going down the stairs to the Ground Level. A second smaller lab is Room M020, located on the mezzanine level through the glass door (and along the corridor) opposite the School's entrance.

For more information, including opening hours, see the [computing facilities webpage](#). Remember that there will always be unscheduled periods when the computers are not working because of equipment problems and that this is not a valid excuse for not completing assessments on time.

### **School Contact Information**

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Please visit the [School of Mathematics and Statistics website](#) for a range of information.

For information on Courses, please go to "Student life & resources" and either Undergraduate and/or Postgraduate and respective "Undergraduate courses" and "Postgraduate courses" for

information on all course offerings.

All school policies, forms and help for students can be located by going to the "Student Services" within "Student life & resources" page. We also post notices in "Student noticeboard" for your information. Please familiarise yourself with the information found in these locations. If you cannot find the answer to your queries on the web you are welcome to contact the Student Services Office directly.

### **Undergraduate**

E: ug.mathsstats@unsw.edu.au

P: 9385 7011 or 9385 7053

### **Postgraduate**

E: pg.mathsstats@unsw.edu.au

P: 9385 7053

Should we need to contact you, we will use your official UNSW email address of in the first instance. **It is your responsibility to regularly check your university email account. Please use your UNSW student email and state your student number in all emails to us.**