

MATH 1554 Linear Algebra, Course Syllabus

Welcome to Linear Algebra! I hope that you will find this to be a useful and fundamental course for your future studies. **Items on the syllabus are subject to change.** Any changes to the syllabus will be relayed to the students in lecture and through Canvas.

1. Course Goals, Objectives, and Topics

The primary goal of Math 1554 is to prepare students to succeed in upper level courses that require this course as a pre-requisite. To this end we will:

- Explore fundamental concepts of linear algebra from a mathematical perspective.
- Discuss study strategies during lecture and studio to help prepare students for exams.
- Worksheet exercises and solutions to most exam review materials will not be provided. Upper level courses that this course is preparing students for do not provide students with solutions to everything; students must develop and use various strategies to check their solutions in those courses.

In this course, we prepare students for more advanced courses by encouraging them to ask questions Piazza, during office hours, and checking their work with their peers. All of these strategies are valuable methods that are transferable to higher-level courses.

Learning objectives articulate what students are expected to do in a course. The learning objectives for this course are as follows.

- A) Construct or give examples of mathematical expressions that involve vectors, matrices, and linear systems of linear equations. For example, construct an invertible matrix that is not diagonalizable.
- B) Evaluate mathematical expressions to compute quantities that deal with linear systems and eigenvalue problems. Examples: compute the singular value decomposition of a given matrix, or construct the LU decomposition of a rectangular matrix.
- C) Analyze mathematical statements and expressions. For example, to assess whether a particular statement is accurate, or to describe solutions of systems in terms of existence and uniqueness.
- D) Write logical progressions of precise mathematical statements to justify and communicate your reasoning. For example, to explain why a square matrix with linearly independent columns is invertible.
- E) Apply linear algebra concepts to model, solve, and analyze real-world situations.
- F) Identify course-related information, policies, and procedures that are contained in the syllabus and related course websites.

Topics indicate what material is covered in a course. Some of the topics explored in this course are:

- Methods for solving systems of linear equations, such as row reduction and matrix decompositions such as the LU and SVD decompositions.
- Geometry of linear transformations.
- Characterizations of invertible matrices and determinants.
- Eigenvalue and eigenvectors, and their uses.
- The structure of a linear transformations, including decompositions, such as LU, spectral or singular value decompositions.
- Orthogonal projections and their application to determine best-fit solutions to over-determined systems of linear equations.

2. Textbook and Course Websites

Textbook: Lay, Linear Algebra and its Applications, 5th Edition

Textbook and Homework: www.mymathlab.com

Course Website: canvas.gatech.edu

Master Course Website: pwp.gatech.edu/math1554

3. Expectations

3.1 Students

Students are expected to attend lectures and studios, complete all assignments in a timely and professional manner, study the subject matter outside of class time, review this syllabus, review their graded work in a timely manner for potential marking errors and to review where mistakes were made (if any), and ask for help when needed.

3.2 Teaching Assistants (TAs)

TAs are responsible for facilitating learning activities during studio, holding office hours, marking, and responding to questions from students via email and during office hours and studio.

3.3 Instructor

Instructors provide learning objectives that define what students are expected to be able to learn, facilitate interactive lectures, coordinate with teaching assistants to grade student work and facilitate learning activities, provide students with assessments that both develop and measure your understanding and knowledge of the subject matter, provide feedback on your performance, provide solutions to midterms, and be available for assistance when requested.

4. Announcements

Students are responsible for obtaining announcements and materials placed on the course website (Canvas). Please join our class page on Piazza so you can view/participate in course-related discussions.

5. Preparing for Midterms and the Final Exam

Practice materials and additional office hours will be offered prior to midterms and the final exam. Depending on your goals, you may need to complete additional work beyond MML homework, worksheets, and practice midterms to adequately prepare for them.

6. Grades

Final grades are calculated using the following grade weighting.

Participation	4%
MML Homework	4%
Quizzes	4%
Midterms	70%
Final Exam	18%

Georgia Tech only distributes letter grades. Numerical grades are converted to letter grades based on the

standard intervals: A: [90%, 100%], B: [80%, 90%), C: [70%, 80%), D: [60%, 70%), F: [0%, 60%). Students can not expect any changes to these intervals and any changes made to them could only be made after the final exam is held. Percentage grades are not rounded to the nearest integer before conversion to letter grades. For example, 89.99999% is converted to a B, and 79.99999% is converted to a C, and so on.

6.1 Midterm and Final Exam Grade Curving

Midterm and final exam grades will not be curved. Boundaries between letter grades may be lowered, but whether they are can only be determined after the final exam has been graded, and the extent to which they are would only be to raise the average GPA of your class to at most 2.9.

6.2 CIOS Incentive

Please take a few moments towards the end of the semester to complete the CIOS survey. The School of Math is currently discussing how we might better coordinate Math 1554, how to better support our students, teaching assistants, and instructors, as well as a range of other items related to this course. CIOS survey results have informed many improvements to this course in recent years, and your results will help the School of Math decide how to allocate resources to this course and what directions we should take in the near future. Your instructors also use CIOS data to help improve their teaching from course to course.

To help encourage students to complete the CIOS survey, if the completion rate is above 80% for the entire class by Dec 11 at 11pm, then the letter grade intervals will be lowered by 1%. In other words, a final grade of 89.0% would be an A, but 88.999% would be a B (and so on for the remaining letter grades).

Please do not ask for updates on the CIOS completion rate on Piazza: students should be using Piazza at that point in the semester to prepare for final exams.

More information about the CIOS is available at: www.academic effectiveness.gatech.edu/resources/cios.

7. Participation, Homework, Midterms, Final Exam Policies

7.1 Participation

The purpose of participation activities is to encourage participation and active learning, foster community among students, offer feedback to the instructor on student understanding and course activities, and help students become more aware of their level of understanding of course material. Details about how participation will be administered and graded are up to each instructor.

7.2 Homework

Homework are assigned on-line and consist of exercises on MyMathLab (MML). You are expected to understand all homework problems for all midterms and the exam. In order to increase the effectiveness of lectures, you should attempt MML problems before lectures. There may be MML homework due the final week of class. There is a 20% penalty for late homework.

MML homework is generally due before the topics in them are covered in studio. This is intentional: it helps prepare students for studio activities.

7.3 Midterms and Quizzes

Quizzes are 20 minutes, begin at the start of studio sessions, are held on dates listed at the end of the syllabus, and cover the following sections.

- Quiz 1: Covers all sections that were covered in lecture, up to and including Section 1.3
- Quiz 2: Covers all sections that were covered in lecture, up to and including Section 2.8
- Quiz 3: Covers all sections that were covered in lecture, up to and including PageRank
- Quiz 4: Covers all sections that were covered in lecture, up to and including Section 7.3

For example, Quiz 2 does not cover section 1.10, because we do not cover section 1.10 in lecture. Likewise, Quiz 3 covers 5.3, 5.5 and the section on PageRank, but does not cover 5.4 because we do not cover 5.4 in lecture.

On Thursdays we will have 50-minute midterms during studio. Tentative dates are on the last page of the syllabus. Midterms cover the following sections.

- Midterm 1: Covers all sections that were covered in lecture, up to and including Section 2.1
- Midterm 2: Covers all sections that were covered in lecture, up to and including Section 5.2
- Midterm 3: Covers all sections that were covered in lecture, up to and including Section 6.6

The list of which sections are covered in lecture is on the last page of the syllabus.

Procedures:

- All midterms and the final exam are comprehensive.
- All midterms and the final exam are proctored.
- Books, notes, cell phones, and calculators are not allowed during midterms and the final exam.
- Students may have something to write with and an eraser when taking midterms and the final.
- Unless students are asked to use a particular method or theorem, they are allowed to use any approach to solve any problem they are given on any midterm and the final exam.
- Unless indicated otherwise, students must adequately justify their reasoning for full marks.
- Marks can be taken off in a midterm or final exam for not using the correct notation.
- All students are expected to take the midterms and the final exam.
- Students who are unable to take any midterms or the final exam for any reason are responsible for notifying their instructor prior to the exam and as soon as possible.

7.4 Re-grade Requests

- If any of your work has been graded in error, you should contact your instructor as soon as possible.
- Should you wish to have your work re-graded, do not change or add to the work on your exam.
- A re-grade request can only be submitted if you did something correct that was marked as incorrect.
- You must check your answers with the solutions before submitting such a request.
- The value of a Georgia Tech degree is in some measure determined by upholding reasonably rigorous grading procedures: please respect the re-grade request policies.

Some instructors may prefer to have re-grade requests handled through an online system such as Gradescope. See the Instructor Section (at the end of the syllabus) for further details.

7.5 Location and Date of the Final Exam

- The date of all GT final exams is posted on a public website maintained by the registrar well before the semester starts, at: <https://registrar.gatech.edu/academic-scheduling/exams>

- Unless you are a high school student in the Distance Math Program, your final exam is held on Tuesday December 10, 6:00 pm. Location will be announced towards the end of the semester.
- High school students in the Distance Math Program should refer to the instructor section (end of the syllabus) for final exam logistics.

8. Illnesses, Emergencies, Absences

8.1 Participation

Make-up activities will not be available for participation activities. Students who are unable to participate in a participation activity should email their instructor as soon as possible and no more than two weeks after the participation activity was held. The student may be granted an EX (excused) grade for missing participation activity grades.

8.2 MML Homework

Students who encounter last-minute technical issues or other emergencies can request an extension from their instructor for MML homework via email. Otherwise, there is a 20% late penalty for late homework.

8.3 Midterm Exams, Quizzes, Final Exam

Any student who misses a midterm exam or quiz, with reasonable explanation, might have an opportunity to write a make-up.

- Students who miss any midterm exam or quiz for any reason must notify their instructor as soon as they can to make necessary arrangements.
- Students who will miss a midterm, quiz, or final exam due to a university-sponsored event or athletics must provide their instructor with the official documentation in advance.
- Make-up quizzes and midterm exams **must be taken on the Monday after** the midterm is scheduled (unless you are a high school student in Distance Math). Dates and times of the make-up will be announced. Situations where it is not possible to write a make-up are handled on a case-by-case basis. The student might be given an EX (excused) grade in the Canvas Gradebook and the average of the remaining midterm exams will be used for the midterm exam portion of their final grade.
- High school students in the Distance Math Program: see instructor section for make-up exam and final exam procedures.

There will be no make-up final exams. Students who miss the final exam might qualify for an **incomplete**. Incompletes can only be assigned under specific circumstances that are defined on the Office of the Registrar's website: <https://registrar.gatech.edu/info/incomplete-grades>

9. After the Final Exam

9.1 The Final Exam

Please note the following procedures in regards to the final exam.

- The final exam is usually not returned to students. If a student would like to see their final exam, they can view it in person with their instructor.
- Student scores on the final exam will be posted to Canvas.

- Students are welcome to schedule an appointment with their instructor after final grades have been submitted to view their final exam.

9.2 Course Grades

Student final exam grades will be posted on Canvas. Students can calculate what their final course grade is based on the grade weights in this syllabus.

Any changes made to final grades after the date final grades are submitted to the registrar must be made in accordance with GT Policies. See:

- <https://registrar.gatech.edu/info/grade-changes>
- <https://registrar.gatech.edu/faculty-and-staff/grading-and-grade-entry>

The value of a Georgia Tech degree is in some measure determined by upholding reasonably rigorous grading procedures: please respect the grading policies set out in this syllabus and by Georgia Tech.

9.3 Piazza

Our Piazza forum will be closed a week or two after final grades are posted. You may contact your instructor by email after that date for anything related to the course.

10. MyMathLab and Course Textbook

We will be utilizing MyMathLab (MML) for homework through a joint code for the Thomas *Calculus* text and the Lay *Linear Algebra* text. Our MML course is linked from Canvas. Please login to your Canvas account, then go to the "My Lab and Mastering" tool on the left-hand menu. From the My Lab page, you can login to, or create, your MyMathLab account to access our course. **You will not need to enter a course ID, and if you do, your instructor may not be able to see the work you do in MyMathLab.** Please do not use a course ID.

Purchasing Your Code

- If you already have an account on MyMathLab using this combined textbook within the past 18 months, then you do not need to purchase a new code. You should be able access your course from Canvas.
- If you already have a MyMathLab account that used either the Thomas or the Lay textbook in the past 18 months, but you were unable to add our course using the previous step, **please email your course instructor** and include: Your first and last name, the email address used to register for MML, and your login ID for MML (eg – gburdell3). Your instructor will send a list of student names to the Pearson support team regarding your account status and requesting new codes. In the meantime, you can access our course using the "temporary access" option when registering. Please do not pay for a new code until you receive a reply from Pearson.
- If you do not have a MyMathLab account using the Thomas or Lay textbooks, or if your account is over 18 months old, you will need to purchase a new code for our course. Please refer to the registration document on our class site (canvas).

When signing up for MyMathLab, it will be immensely helpful (for grading purposes) if you will set your STUDENT ID to your USERID for the GT system (i.e., "gburdell3", etc).

Textbook Hardcopies

MyMathLab comes with an entire electronic version of the textbook; it is your choice if you would also like to own the textbook in print. You may purchase a MyMathLab code either from the bookstore or on-line while

registering at <http://www.mymathlab.com>. If you prefer to own a hardcopy of the text, the bookstore offers packages of MyMathLab combined with loose-leaf version of the Thomas and/or Lay textbooks that is less expensive than purchasing the text and code separately.

Purchase Your Code from the Bookstore or Pearson

PLEASE NOTE: GEORGIA TECH HAS A SPECIAL CODE PACKAGE THAT INCLUDES BOTH TEXTBOOKS. THIS CODE CAN ONLY BE PURCHASED THROUGH THE CAMPUS BOOKSTORES OR DIRECTLY FROM PEARSON. CODES PURCHASED BY OTHER VENDORS WILL NOT WORK! Possible ISBNs for this text are: 9781323835029, 132390123X, 9781323901236, 132383768X, or 9781323837689.

11. Class Policies and Statements

11.1 Attendance

In the event of an absence, you are responsible for all missed materials, assignments, and any additional announcements or schedule changes given in class. Class disruptions of ANY kind will NOT be tolerated and may result in your removal from the classroom. Please show courtesy to your fellow classmates and instructor by adhering to the following class rules.

- Come to class on time and stay for the entire class period.
- Refrain from conversing with your fellow students while the instructor is lecturing.
- Put away any reading materials unrelated to the course.
- Please, refrain from using laptops, they are a distraction to others.
- Please do not bring food to eat during lectures, eating is a distraction to others.

11.2 Email Etiquette

When sending email to your instructor or TA, please use your GT email account. Please also indicate which class you are taking with your instructor (your instructors teach more than one course per semester), keep your email messages as succinct as possible, but give your instructor enough information as they need to process your request.

11.3 Academic Dishonesty

Georgia Tech aims to cultivate a community based on trust, academic integrity, and honor. Students are expected to act according to the highest ethical standards. For information on Georgia Tech's Academic Honor Code, please visit www.catalog.gatech.edu/policies/honor-code, or www.catalog.gatech.edu/rules/18. Any student suspected of cheating or plagiarizing on any exam will be reported to the Office of Student Integrity, who will investigate the incident and identify the appropriate penalty for violations.

Any evidence of cheating or other violations of the Georgia Tech Honor Code will be submitted directly to the Dean of Students. Cheating includes, but is not limited to the following.

- Using a calculator, cell phone, books, or any form of notes on exams.
- Copying directly from **any** source during an exam, including friends, classmates, or a solutions manual.
- Allowing another person to copy your work.
- Taking a test using someone else's name, or having someone else take a test in your name.
- Asking for a re-grade of a paper that has been altered from its original form.

- Using someone else's name to gain participation points for them, or to take tests for them, or asking someone else to use your identity for any graded or participation submission.

11.4 Students with Disabilities and/or in need of Special Accommodations

If you are a student with learning needs that require special accommodation, contact the Office of Disability Services at (404)894-2563 or <http://disabilityservices.gatech.edu/>, as soon as possible, to make an appointment to discuss your special needs and to obtain an accommodations letter. Please also e-mail me as soon as possible in order to set up a time to discuss your learning needs.

11.5 Student-Faculty Expectations Agreement

At Georgia Tech we believe that it is important to strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. See <http://www.catalog.gatech.edu/rules/22/> for an articulation of some basic expectation that you can have of me and that I have of you. In the end, simple respect for knowledge, hard work, and cordial interactions will help build the environment we seek. Therefore, I encourage you to remain committed to the ideals of Georgia Tech while in this class.

11.6 Statement of Intent for Inclusivity

As a member of the Georgia Tech community, I am committed to creating a learning environment in which all of my students feel safe and included. Because we are individuals with varying needs, I am reliant on your feedback to achieve this goal. To that end, I invite you to enter into dialogue with me about the things I can stop, start, and continue doing to make my classroom an environment in which every student feels valued and can engage actively in our learning community.

11.7 Campus Resources for Students

In your time at Georgia Tech, you may find yourself in need of support. Below you will find some resources to support you both as a student and as a person.

Academic support

- Center for Academic Success <http://success.gatech.edu>
 - 1-to-1 tutoring <http://success.gatech.edu/1-1-tutoring>
 - Peer-Led Undergraduate Study (PLUS) <http://success.gatech.edu/tutoring/plus>
 - Academic coaching <http://success.gatech.edu/coaching>
- Residence Life's Learning Assistance Program
<https://housing.gatech.edu/learning-assistance-program>
 - Drop-in tutoring for many 1000 level courses
- OMED: Educational Services (<http://omed.gatech.edu/programs/academic-support>)
 - Group study sessions and tutoring programs
- Communication Center (<http://www.communicationcenter.gatech.edu>)
 - Individualized help with writing and multimedia projects
- Academic advisors for your major: <http://advising.gatech.edu/>

Personal Support

Georgia Tech Resources

- The Office of the Dean of Students
 - <http://studentlife.gatech.edu/content/services>;
 - **404-894-6367**; Smithgall Student Services Building 2nd floor
 - You also may request assistance at: https://gatech-advocate.symplicity.com/care_report/index.php/pid063199?

- Counseling Center
 - <http://counseling.gatech.edu>
 - **404-894-2575**;
 - Smithgall Student Services Building 2nd floor
 - Services include short-term individual counseling, group counseling, couples counseling, testing and assessment, referral services, and crisis intervention. Their website also includes links to state and national resources.
 - *Students in crisis may walk in during business hours (8am-5pm, Monday through Friday) or contact the counselor on call after hours at **404-894-2204**.*

- Students' Temporary Assistance and Resources (STAR)
 - <http://studentlife.gatech.edu/content/need-help>
 - Can assist with interview clothing, food, and housing needs.

- Stamps Health Services: <https://health.gatech.edu>; **404-894-1420**
 - Primary care, pharmacy, women's health, psychiatry, immunization and allergy, health promotion, and nutrition

- OMED: Educational Services: <http://www.omed.gatech.edu>

- Women's Resource Center: <http://www.womenscenter.gatech.edu>; 404-385-0230

- LGBTQIA Resource Center: <http://lgbtqia.gatech.edu/>; 404-385-2679

- Veteran's Resource Center: <http://veterans.gatech.edu/>; 404-385-2067

- Georgia Tech Police: 404-894-2500

12. Tentative Course Schedule

Dates in the table below are tentative. Cancellations due to inclement weather will likely result in cancelling review lectures and possibly moving through course material at a faster pace.

		Mon	Tue	Wed	Thu	Fri
Week	Dates	Lecture	Studio	Lecture	Studio	Lecture
1	Aug 19 – Aug 23	1.1	WS1.1	1.2	WS1.2	1.3
2	Aug 26 – Aug 30	1.4	WS1.34	1.5	Quiz 1, WS1.5	1.7
3	Sep 2 – Sep 6	Holiday	WS1.7	1.8	WS1.8	1.9
4	Sep 9 – Sep 13	2.1	WS1.9,2.1	Review	Midterm 1	2.2
5	Sep 16 – Sep 20	2.3, 2.4	WS2.23	2.5	WS2.45	2.6, 2.7
6	Sep 23 – Sep 27	2.8	WS2.67	2.9	Quiz 2, WS2.89	3.1, 3.2
7	Sep 30 – Oct 4	3.3	WS3.123	4.9	WS4.9	5.1
8	Oct 7 – Oct 11	5.2	WS5.12	Review	Midterm 2	5.3
9	Oct 14 – Oct 18	Holiday		5.5	WS5.3	5.5
10	Oct 21 – Oct 25	PageRank	WS5.5,G	6.1	Quiz 3, WS6.1	6.2
11	Oct 28 – Nov 1	6.3	WS6.2	6.4	WS6.34	6.5
12	Nov 4 – Nov 8	6.6	WS6.56	Review	Midterm 3	7.1
13	Nov 11 – Nov 15	7.2	WS7.1	7.3	WS7.2	7.3
14	Nov 18 – Nov 22	7.4	WS7.3	7.4	Quiz 4, WS7.4	Review
15	Nov 25 – Nov 29	Review	Review	Holiday		
16	Dec 2 – Dec 6	Review	Review	Reading Period & Final Exams		
17	Dec 9 – Dec 13					

Chapters listed in the tentative schedule are as follows.

- Chapter 1: Linear Equations in Linear Algebra
- Chapter 2: Matrix Algebra
- Chapter 3: Determinants
- Chapter 4: Vector Spaces
- Chapter 5: Eigenvalues and Eigenvectors
- Chapter 6: Orthogonality and Least Squares
- Chapter 7: Symmetric Matrices and Quadratic Forms

13. Campus-Wide Dates

- 08/19 - First day of classes
- 08/23 - Last day to register and/or make schedule changes. Registration closes Friday August 24 at 4 p.m.
- 09/02 - Holiday
- 09/30 - Progress reports due (see www.success.gatech.edu/progress-reports-faq)
- 10/14,15 - Fall student recess
- 10/26 - Withdraw deadline 4 p.m.
- 10/28 - Grade substitution deadline 4 p.m.
- 11/27-29 - Holiday and student recess
- 12/2,3 - Final instructional days
- 12/4 - Reading and Final Exam periods begin
- 12/16 - Grade submission deadline
- 12/17 - Final grades posted

For further information on campus-wide dates see <http://www.registrar.gatech.edu/calendar>

For other campus-wide dates see <https://registrar.gatech.edu/current-students/calendars>

Instructor Section – Sal Barone

Lecture Meeting Times and Location

Lectures are MWF from 11:15am to 12:05pm in DM Smith 105 (Section G1-G5), and MWF 12:20pm to 1:10pm in DM Smith 105 (Section H1-H5).

Instructor and Teaching Assistant Contact Information

Instructor: Sal Barone

E-mail: sbarone@math.gatech.edu

Office Hours: Mondays and Wednesdays from 1:20am to 2:20 pm, room Skiles 013 or by appointment.

Studio meetings are on Tuesdays and Thursdays at the time and location below, and attendance is mandatory.

Sections	TA Name	Email	Studio Location	Studio Time	Office Hour
G1	Victor Bailey	vbailey7@gatech.edu	Skiles 170	3:00 – 3:50	4:30-5:30 Wed
G2	May Cai	mcai@gatech.edu	Skiles 257	3:00 – 3:50	3:30-4:30 Mon
G3	Victor Bailey	vbailey7@gatech.edu	Skiles 170	4:30 – 5:20	4:30-5:30 Wed
G4	May Cai	mcai@gatech.edu	Skiles 257	4:30 – 5:20	3:30-4:30 Mon
G5	Jun Tao Duan	jt.duan@gatech.edu	Guggenheim 244	3:00 – 3:50	4:30-5:30 Wed
H1	Shengding Sun	ssun313@gatech.edu	Skiles 168	4:30 – 5:20	2:30-3:30 Thurs
H2	Haodong Sun	hdsun@gatech.edu	Skiles 154	4:30 – 5:20	3:30-4:30 Wed
H3	Shengding Sun	ssun313@gatech.edu	Skiles 168	6:00 – 6:50	2:30-3:30 Thurs
H4	Haodong Sun	hdsun@gatech.edu	Skiles 154	6:00 – 6:50	3:30-4:30 Wed
H5	Kevin Shu	kshu8@gatech.edu	Skiles 256	4:30 – 5:20	2:00-3:00 Thurs

Clough 280 is the MathLab. The MathLab offers free drop-in tutoring for Math 1554 (and other courses). Staffed by graduate student TAs, it is open from the second week of the semester until the Thursday before finals begin. For more information see www.math.gatech.edu/tutors-and-labs.

Participation

Participation activities will not be held in the first and last weeks of the course, and may be graded for completion or for accuracy. Participation will be graded through “Handwritten Homework” assignments which will be turned in through Gradescope. Other 1554 instructors will likely administer participation in other ways.

Participation Grades

The participation will be calculated as the average of the Handwritten Homework assignment grades, with the lowest two scores being dropped.

Re-grade Requests

- 1) A re-grade request can only be submitted if you did something correct that was marked as incorrect.
- 2) Re-grade requests **must be requested within two weeks** after the work has been returned to you.
- 3) You must check your answers with the solutions before submitting such a request.
- 4) To submit a re-grade request, you must complete a survey set up in Canvas. The instructor or TA will process re-grade requests as they come in.