



**Draft**

## Online Learning Survival Guide

### Fall 2020 and Spring 2021

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This is a Survival Guide for MAT 244 “Ordinary Differential equations” and MAT 334 “Complex Variables” at Fall of 2020, and APM 346 “Partial Differential Equations” at Spring of 2021. It also may be useful for other mathematical classes.

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- It is very important to be enrolled into right Lecture and Tutorial sections. You will get online class links only to sections you are enrolled and you will not be able to attend any other sections.
- Furthermore, Quizzes will be offered during last 20 min of the last Lecture of the week. You will get link only to Quiz in the section you are enrolled and in the corresponding time.

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and keep it updated ( “Check for Updates” menu items ).

- Please look at features and set-up. While most of the meeting features are controlled by the **host** (Instructor or TA of the class), attendees have some controls as well.

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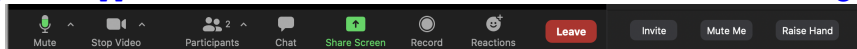
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- During the lecture itself **all your microphones will be muted by the host** [to avoid an ambient noise] and **you will not be able to unmute them** and you may want to switch off your video (**Stop video**) [to reduce a traffic];

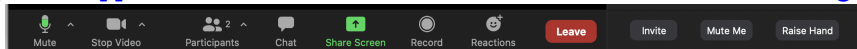
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- You also will not be able to share your screens and the only way to communicate with the instructor will be through Chat (and through Raise your hand).

- To **Raise your hand** you should click in the bottom of the Zoom window on **Participants**, then the right sidebar appears, then on the right will be **Raise your hand**. You can also Lower your hand. More <https://support.zoom.us/hc/en-us/articles/205566129-Raising-y>

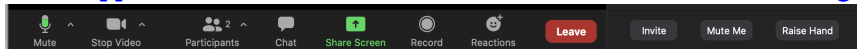


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- On the contrary, before and after lecture and during the break I will unmute your microphones (but keep them muted unless you want to ask a question and mute it immediately after).



# Videorecording

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- In contrast to real time lectures you do not need Zoom to see videorecording; you will be able to make a pause, and to replay any part of it.

## Technical advices

- Definitely, it is important to watch all lectures and tutorials, live or recorded, on sufficiently large screen of desktop, laptop or large tablets; smartphones do not work well. Mathematical lecture is not a movie and you need to see clearly all formulas.

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- If your internet connection is poor and/or you are charged too much for traffic, download videorecording and watch if offline rather than stream it.
- We cannot improve your poor internet connection, but we can do certain things to mitigate it. However, you need to follow advices and also to provide a feedback through Quercus discussions.

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- PDF files will be available after lectures to download. To see them use a **pdf browser** (not the web browser).

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- If you want to print handout, the version optimized for printing will be also available.

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- At least one of tutorial sections in each class will be recorded (which: TBD) and made available online but you are strongly encouraged to attend them real-time.

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- Office Hours will be **Whiteboard Writing**. So will be some parts of Tutorials, and even Lectures.

# Quizzes, Exams, Tests

- For all graded assignments (Quizzes, Tests and a Final Exam) we will use Crowdmark Assigned Assessments. I **very strongly recommend to read**:

<https://crowdmark.com/help/completing-and-submitting-an-assignment/>  
and

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- While one can use a computer editor, it is a really bad idea unless you are very proficient with editing equations, and I very strongly recommend not to do this.
- One can also write on the tablet using stylus.
- However, the absolute majority of the students definitely prefer to **write on the paper and to scan it**.

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- 3 Provide a good vertical and horizontal spacings and do not write in small letters. Leave at least .5 cm margins on each side and at least 1 cm on the top and bottom: the text on margins could be lost during the scan.



- ④ Remember, that if something is poorly readable due to bad handwriting, dull pencil, too bright colours, small letters, insufficient spacing **the grader can simply refuse to grade it and there will be no remedy available.**

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Graders have a lot of papers to grade and they cannot spend too much time trying to decipher your handwriting or go through pages which hurt their eyes.
- 5 As long as it does not contradict to Rule 4, do not use too much pages (it takes longer to upload). Use extra pages only if needed.

# Scanning

- One can use a real scanner, which provides the smallest files and the best quality. Settings are important: you want to produce the smallest possible and the easiest to read files. Scan as a black and white text (unless you really need a colour, but it increases the size). Each page should be no more than 300 KB then.

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- If you do not have a scanner, you can use your smartphone. However, **you need to scan, not to take snapshots (photos)**. Colour photos produce too large files (takes time to upload!) of inferior quality. **You want to produce black-and-white scan of the smallest possible size.**

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# Scanning with smartphone

Make sure that the page is put on flat surface and aligned properly. Put your smartphone horizontally at the center. You can do it by hand or to use something like **gooseneck phone holder** (search Amazon)



**Figure:** Gooseneck phone holder= a poor man's document camera

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**Figure:** Gooseneck phone holder= a poor man's document camera

Please note, I have not tested any of them by myself and I rely upon Amazon reviews. If you have anything to add, do it in **Quercus Discussions**.



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- <https://itunes.apple.com/us/app/scanner-mini-by-readdle/id581365763> Scanner Mini for iOS.

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- <https://itunes.apple.com/us/app/scanner-mini-by-readdle/id581365763> Scanner Mini for iOS.

No matter what you use, play in advance with settings. If you have anything to add, do it in **Quercus Discussions**.

# Emails, Announcements and Discussions

- First of all, you need to be able to receive and read your emails. I **strongly recommend to use [utoronto.ca](mailto:utoronto.ca) email address and not to use email forwarding**. It is not completely clear how other email services will treat your emails (there were cases, when the emails from Crowdmark disappeared in this process).



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- Finally, you should be able to read your emails. There were cases when students who used MS Outlook for smartphones complained that “there is no content in your email” (while I can see easily from the sent message that there was a content). I **strongly recommend to use a native mailreader** or to check message on computer using a different mailreader before complaining.

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- Search Curriculum, Announcements and Discussions before asking questions in emails.

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Subject: MAT244 Quiz 5B appeal
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- 3 Email should be as concise as possible if it does not contradict Rule 2.

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- Some emails are not responded at all but you can see changes on Crowdmark (changed mark or added comments) or your record on Quercus.

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- It is also **your responsibility to read course outlines**.