



Math 1325.01W
COURSE SYLLABUS: Fall 2019

Instructor: Debra Newton
Office Location: Binnion 319
Office Hours: MW 11:00AM-12:30PM TR 11:30AM-12:30PM or other times by appt.
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COURSE INFORMATION

“All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.”

(Student’s Guide Handbook, Policies and Procedures, Conduct.)

Rude and/or disruptive behavior will not be tolerated.

No electronic devices (except calculators) are allowed during class time.

TEXT (OPTIONAL): College Mathematics for Business, Economics, Life Sciences, and Social Sciences 13th Edition by Barnett, Ziegler, Byleen, ISBN # **978-0-321-94551-8**. The text is **OPTIONAL**, but MyMathLab access is **REQUIRED**. **Note: If a student purchased a MyMathLab access code for Math 1324 or 1325 either in Fall 2018 or Spring 2019, a new code purchase may not be required.**

REQUIRED MATERIALS: Binder or folder, MyMathLab access and a TI 83 or 84 calculator (see below).

TECHNOLOGY REQUIREMENTS: The graphing calculator of TI 83/TI 84 or equivalent will be highly recommended. Calculators other than Texas Instruments calculators may be used but classroom instruction on calculators will be given for TI equipment only. ****Note: Calculators that solve problems for students, including but not limited to TI-Nspire, TI 89 or higher, Casio Prizm, Casio Touch or higher are NOT allowed to be used for this class. **** Students are also required to clear the memory of graphing calculators before and after each exam.****

Calculator Loan Program: The Mathematics Department has set up a calculator loan program to support students. Students can borrow a calculator for a semester with a fee (\$10 to \$15 for TI-83/84). It is first come, first served basis.

COURSE DESCRIPTION AND OBJECTIVES: We will cover portions of chapters 10, 11, 12, 13, 14 & 15. Topics include limits, continuity, derivatives, and integration.

CORE OBJECTIVES:

1) Students will be able to analyze, evaluate, or solve problems when given a set of circumstances, data, texts, or art.

This common core objective will be assessed in the exams and final exam for all sections of Math 1325.

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- 2) *In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.*

This common core objective will be assessed using common class activities with class discussion over limits, continuity, derivatives and integrals and how these topics relate to the field of business for all sections of Math 1325.

- 3) *Students will be able to interpret, test and demonstrate principles revealed in empirical data and/or observable facts.* This common core objective will be assessed using class activities, homework problems, exams and final exam for all sections of Math 1325.

STUDENT OUTCOMES: Upon successful completion of this course a student will:

- 1) Demonstrate knowledge and understanding of topics including, but not limited to limits, continuity, derivatives and integration and apply these topics in various fields of business.
- 2) Demonstrate problem-solving skills in the solving of complex business word problems.
- 3) Understand functions and their graphs.

INSTRUCTIONAL METHODS: Instruction will include video lectures and demonstration and models as time allows.

COURSE REQUIREMENTS

Since this class is online, certain considerations need to be made. Please read the following paragraphs carefully. You will have to be self-motivated in order to be successful in this class. You will also be required to learn on your own for much of the material unless you seek outside tutoring help.

Furthermore, **all exams must be taken on campus or at an approved testing location.** Please take this and the following under consideration. If you feel such a setup would not be favorable to your success, please consider taking this class in a face-to-face format if possible. You may contact your instructor if you have any questions about this.

Attendance & Continual Enrollment: To be counted as having attended this class for each week, you will need to be actively viewing lecture videos and using MyMathLab for instructional videos and working assignments online every week. You will communicate with your instructor through email, phone, and D2L throughout the semester. Please respond to instructor's emails in a timely manner.

Attendance is a must to be able to do well in this class. It is expected that students follow the guidelines set forth by the Class Attendance Policy in the current Undergraduate Catalogue.

Instruction: It is important that you understand that this is an online math course. You will utilize online videos, online homework, tutoring on campus, and appointments with instructors. **Please keep in mind that you will be responsible for your own learning.** You will have a specific schedule with important due dates, and failure to meet these due dates can result in an F for the course.

TESTS: We will have three-100 point tests plus a comprehensive final. A TENTATIVE test schedule is below, but that is subject to change. In general, **NO makeup tests will be given**, although you may replace your lowest exam grade with the final exam grade. The three exams and the final exam will be

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HAND-WRITTEN and must be taken on campus at the **Academic Testing Center (SS 308)** in Commerce, TX or at the **nearest approved testing** center, if you live far away from Commerce. You will need to clear your chosen testing center with me beforehand, and please be aware that testing centers off campus may charge a testing fee for using their services.

You will be responsible for scheduling a time with me to test in the Academic Testing Center (ATC) in Ferguson (Social Sciences building room 308) or scheduling a time directly with the nearest approved testing center. The operating hours for ATC are Monday through Thursday 10 a.m. to 6 p.m., and Friday 10 a.m. to 3 p.m., walk-ins only.

When it is time for each of the two regular exams, I will tell you the “week” in which you must take the exam. You pick the day and time, email me (for the ATC) or call your approved testing center to set up your time, and then show up to take the test on paper at the testing center with your **photo id card**. Please make sure you note testing center closing times to be sure you have time to complete the exam during operating hours.

Please make note of this at the beginning of the semester in order to schedule accordingly. If you are on campus, the time and day is listed below. If you are off campus, you will need to contact me a week beforehand to make arrangements.

A practice exam and answer key will be provided prior to the exam. Partial credit may be given on exams IF all work is neatly shown for determination of the student’s mistakes. Graded exams will be scanned and emailed back to each student.

Test 1- Week of September 27th
 Test 2- Week of October 25th
 Test 3- Week of November 26th

FINAL EXAM: The comprehensive 2-hour final will be given during the week of December 9th-13th.

HOMEWORK: Homework will be completed online through MyMathLab and immediate feedback will be given. Remember, you can try problems you miss online again until you get them right and fully understand the topic. **It is my expectation that you should have a 100 on each homework assignment because of this.** Online due dates should be observed, and in general, late submissions will not be accepted. Quizzes will occasionally be given in class over the material presented in the homework. NO makeup quizzes will be given. All work should be done in pencil.

GRADES: Tests: 60% (20% each)
 Homework/Quizzes: 15%
 Final: 25%

Grade: A = 90-100, B = 80-89, C = 70-79, D = 60-69, F = 59 or below

ATTENDANCE POLICY: Class attendance is expected and a MUST to pass this course, and it is your responsibility to attend punctually and regularly. Roll will be taken every class period and excessive absences will result in being dropped from this course.

GETTING HELP: If you need additional help outside my office hours or outside the times of the SI sessions, the Math Skills Center in Binnion 328 offers free tutoring Monday and Wednesday from 8am – 8pm, Tuesday and Thursday from 8am – 6pm, and Friday from 8am – 12pm.

The Mach III/TRIO Program is available for students who qualify for additional resources, such as private tutoring. In order to qualify, students must meet certain conditions, such as being a first-generation college student. For more information, contact Ronnie Brooks at 903-886-5833 or in the Halladay Student Services building, Room 301.

TECHNOLOGY REQUIREMENTS

Technology Requirements:

Due to the use of MyMathLab for homework, all students will need to be able to access the Internet, whether through their own computer or access to a computer lab on campus. In addition, email access is required. Please utilize your A&M-Commerce email address, or make me aware of your alternate email address. In addition, a calculator is highly recommended. (See above.) Other electronic devices such as Cell Phones, Bluetooth headsets, iPods, iPads, Laptops, e-Cigarettes, and other devices as determined by the instructor and/or department, are NOT allowed to be used in this course.

Official Requirements for accessing MyLeo Online are given as follows:

Browser support

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

Desktop Support

Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

Tablet and Mobile Support

Device	Operating System	Browser	Supported Browser Version(s)
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or point release of that major version) and the previous major version of iOS (the latest minor or point release of that major version). For example, as of June 7, 2017, D2L supports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version. Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chrome, Firefox	Latest of all browsers, and Firefox ESR.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
 - 512 MB of RAM, 1 GB or more preferred
 - Broadband connection required courses are heavily video intensive
 - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

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- You must have a:
 - Sound card, which is usually integrated into your desktop or laptop computer
 - Speakers or headphones.
 - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site](http://www.java.com/en/download/manual.jsp)
<http://www.java.com/en/download/manual.jsp>
- Current anti-virus software must be installed and kept up to date.
- Running the browser check will ensure your internet browser is supported.
 - Pop-ups are allowed.
 - JavaScript is enabled.
 - Cookies are enabled.
- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
 - [Adobe Reader](https://get.adobe.com/reader/) <https://get.adobe.com/reader/>
 - [Adobe Flash Player \(version 17 or later\)](https://get.adobe.com/flashplayer/) <https://get.adobe.com/flashplayer/>
 - [Adobe Shockwave Player](https://get.adobe.com/shockwave/) <https://get.adobe.com/shockwave/>
 - [Apple Quick Time](http://www.apple.com/quicktime/download/) <http://www.apple.com/quicktime/download/>
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

ACCESS AND NAVIGATION

- You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.
- **Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

Brightspace Support

Need Help?

Student Support:

- If you have any questions or are having difficulties with the course material, please contact your Instructor.

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Technical Support

- If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words “[click here](#)” to submit an issue via email.



System Maintenance

- D2L runs monthly updates during the last week of the month, usually on Wednesday. The system should remain up during this time unless otherwise specified in an announcement. You may experience minimal impacts to performance and/or look and feel of the environment.

myLeo Support

- Your myLeo email address is required to send and receive all student correspondence. Please email helpdesk@tamuc.edu or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at [myLeo](https://leo.tamuc.edu). <https://leo.tamuc.edu>

UNIVERSITY PROCEDURES

STUDENT CONDUCT: Appropriate classroom behavior is required to attend this class. All cell phones must be put on silent during class. Phones are a distraction for me and the other students in the class. All people will be treated with respect and I will not allow talking that will disrupt my lectures. If disruptions occur during class lectures, you will be asked to leave class and will earn a zero on any applicable grades for that class period. Serial disrupters will be asked to withdraw from my class.

GRADE REPORTING FOR FIRST YEAR STUDENTS: Grades for students in freshmen level classes will be reported to the Registrar's Office at the end of the fifth week of class during the fall and spring semesters. The Registrar's Office will report grades to students, Advising Services, Academic Departments (faculty advisors) and mentors. This procedure will allow students to be knowledgeable about their academic progress early in the semester. The university, through Advising Services, faculty advisors and mentors, will take steps to assist students who may be experiencing difficulty to focus on improvement and course completion. Early intervention for freshman students is designed to communicate to students the University's interest in their success and willingness to participate fully to help students accomplish their objectives.

Academic Integrity: In order to insure fairness and high academic standards, any actions which violate the principles of academic integrity through dishonesty or cheating are given serious consideration. In order to understand what constitutes a violation of academic integrity and the consequences of such behavior, the university's policies may be reviewed at: <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>. In particular, awareness of the following definitions is essential in order to know what represents academic dishonesty (pages 6 – 7):

“**Cheating:** Intentionally using or attempting to use unauthorized materials, information, notes, study aids or other devices or materials in any academic exercise. Unauthorized materials may include anything or anyone that gives a student assistance, and has not been specifically approved in advance by the instructor.”

“**Complicity:** Intentionally or knowingly helping, or attempting to help, another to commit an act of academic dishonesty.”

“**Plagiarism:** The appropriation of another person's ideas, processes, results, or words without giving appropriate credit.”

While majority of students are honest in doing their school work. However, due to recent cheating events, action must be taken to protect the academic integrity of classrooms. **There is a NO TOLERANCE policy for cheating and if a student is caught cheating, he/she will either get a zero for the test or fail this course.** Cheating in this course is defined as the following:

- Giving or receiving answers during an exam or quiz.
- Viewing the exam or quiz answers of nearby classmates.
- Having notes/practice work available during quizzes or tests.
- Possession or access to test items before the test is given.
- Deception in getting an excused absence to obtain the undeserved chance to make-up work.
- Use of cell phones or text messaging technology during exams or quizzes. **Students may NOT use the calculator on their cell phones or any other similar electronic devices (such as I-Pods, I-Touch, etc.). IF ONE OF THESE DEVICES IS AVAILABLE, IN ANY WAY, DURING AN EXAM OR QUIZ, THE STUDENT WILL BE GIVEN AN AUTOMATIC “0” ON THE ASSIGNMENT.**
- Improper citations in written works, or using another person’s ideas and words as students own without giving proper credit.
- **Any** method, no matter how well rationalized or accepted, which improves a person’s grade by any means other than study and skillful performances on exams and/or other assignments.

Students found guilty of an act of academic dishonesty in this course will be subject to receiving an “F” in this course.

ADA Statement, Students with Disabilities: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Student Disability Resources & Services
 Texas A&M University-Commerce
 Gee Library- Room 162
 Phone (903) 886-5150 or (903) 886-5835
 Fax (903) 468-8148
StudentDisabilityServices@tamuc.edu.

Nondiscrimination Notice: This statement presents the University’s commitment to a safe, accepting environment for all students regardless of sexual orientation, gender identification, or gender expression: A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so.

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Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

By remaining enrolled in this course, you are agreeing to abide by these policies.

COURSE OUTLINE

1325 TR Tentative Schedule (Fall 2019) For Students

Week	Dates	Topics
1	Aug. 26 - 30	Syllabus, Review topics, Intro of MyMathLab & 10.1
2	Sept. 2 - 6	10.2, 10.3 & 10.4
3	Sept. 9 - 13	10.5 & 10.7
4	Sept. 16 - 20	11.2 & 11.3
5	Sept. 23 - 27	Review Exam 1 & Exam 1
6	Sept. 30 - Oct. 4	11.4 & 11.7
7	Oct. 7 – 11	12.1, 12.2 & 12.4
8	Oct. 14 - 18	12.4 & Review for Exam 2
9	Oct. 21 - 25	Exam 2 & 12.5
10	Oct. 28 – Nov. 1	12.6 & 13.1
11	Nov. 4 - 8	13.2 & 13.4
12	Nov. 11 - 15	13.5 & 14.2
13	Nov. 18 - 22	15.2 & Review for Exam 3
14	Nov. 25 - 29	Exam 3 & THANKSGIVING HOLIDAY
15	Dec. 2 – 6	Review for the Final Exam
16	Dec. 9 - 13	FINAL EXAM