Math 2312.01W: Pre-Calculus (online)

COURSE SYLLABUS: Summer II 2020 (July 11th – August 11th)

INSTRUCTOR INFORMATION

Instructor: **Adam Bowden**

Office Location: **Binnion B-317** (available in person only by appointment)

Office Hours: **8am – 9:00am and 11:00am – 12:00pm Monday through Thursday in Binnion 317,**
Zoom (zoom.us/j/3829563118) **or by appointment.**

Office Phone: **903-886-5953** (during office hours)

Office Fax: **903-886-5945**

University Email Address: **adam.bowden@tamuc.edu**

Preferred Form of Communication**: Email**

Communication Response Time: **Within 24 hours on weekdays.**

COURSE INFORMATION

Textbook: *Precalculus*, 6th or 7th Edition, by Redlin, Stewart and Watson (ISBN: 0840068077). Portions of chapters 1, 5, 6, 7, and 8 will be covered.

*Homework assignments will be posted online for all students. A textbook is **not** required (for reference only).*

Course Description

In-depth combined study of algebra, trigonometry, and other topics for calculus readiness. Prerequisites: MATH 1314 with a minimum grade of C or Math 141 with a minimum grade of C.

Student Learning Outcomes

Upon successful completion of this course, students will:

1. Demonstrate and apply knowledge of properties of functions.
2. Recognize and apply algebraic and transcendental functions and solve related equations.
3. Apply graphing techniques to algebraic and transcendental functions.
4. Compute the values of trigonometric functions for key angles in all quadrants of the unit circle measured in both degrees and radians.
5. Prove trigonometric identities.
6. Solve right and oblique triangles.

Core Objectives

- **Students will be able to analyze, evaluate, or solve problems when given a set of circumstances, data, texts, or art.** This common core learning objective will be assessed on the final exam using key questions that will fulfill these objectives.
- **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 learning objective will be assessed using class activities or projects which involve class discussion.
- **Students will be able to interpret, test and demonstrate principles revealed in empirical data and/or observable facts.** This common core learning objective will be assessed using in class discussion and projects, homework, and final exams.

The syllabus/schedule are subject to change.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Students will need to check their campus email and MyLeo Online (D2L) regularly to stay informed of class announcements. Accessing MyLeo Online (D2L) each week is also mandatory to access assignments and schedule exams. Also required is the use of a cell phone camera or document scanner in order to submit digital copies of any paper assignments. Use of a graphing calculator (equivalent to a TI-84 or below) is not required, but is recommended. A webcam is recommended if the student wants to attend office hours over Zoom.

Instructional Methods

Instruction will include live online lectures, prerecorded video lectures and demonstrations, and posted handouts and notes for each chapter.

Student Responsibilities or Tips for Success in the Course

Attendance and Participation

Attendance will be taken by the last login time on MyLeo Online (D2L), submission of weekly assignments, and completion of exams. **Not logging in and completing assignments will count towards absences.** If you have extenuating circumstances and miss any part of a week's assignments, please contact me ASAP. Extensions can be given in the case of university excused absences.

Study Time per Week

A general rule of thumb for how much time to spend each week for a class is two to three times the credit hours for the class. Hence, for a three-credit hour class, a good suggestion is to spend 6 to 9 hours each week working on assignments or studying the material. However, for a summer class, we are condensed down into five weeks. Hence it is recommended to spend at least 3 hours each day Monday through Thursday to watch videos and complete assignments.

GRADING

Final grades in this course will be based on the following scale:

   A = 90% - 100%   B = 80% - 89.9%   C = 70% - 79.9%   D = 60% - 69.9%   F = 59.9% or Below

Assessments

HOMEWORK: Homework will be assigned each week on D2L and must be submitted as a digital document into the proper place on D2L. Please follow the directions posted. Students will be expected to turn in their own work for the assigned problems. No credit will be received unless work or explanation is shown for each question. Completing homework and turning it in on time is a must for success. **Late homework is only accepted with an approved excuse.**

QUIZZES: There will be weekly quizzes on D2L. In general, NO makeup quizzes will be given unless by excused absence.

PROJECTS: Projects will be assigned to go further in depth with some of the materials. Instructions will be posted to D2L.

EXAMS: Students are required to take exams at an in-person approved testing center. The on-campus testing center is free of charge for students. However, if students choose not to travel to Commerce, faculty will work with them to allow face-to-face testing at an approved testing center at their location. Students are responsible for any testing fees if they choose an off-campus testing center:

- **On campus testing is facilitated through the Academic Testing Center.** Location and hours can be found here: tamuc.edu/dept-of-mathematics/#tamuc-section-257661
- **Off campus testing must be approved before the end of the first week.** It is your responsibility to find and tell your instructor about testing locations. An off-campus testing center can only be used if approved.

You will have 75 minutes to complete each of the first three exams and 120 minutes for the final exam. **I will announce the days and times to take each exam. It will then be your responsibility to schedule to take the exam at your approved testing location.** Please be sure to be aware of testing center hours and requirements. At minimum, you will need to arrive with at least enough time to finish before closing and have a photo ID card to show proctors.

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Here are the requirements for the on campus Academic Testing Center:
inside.tamuc.edu/academics/colleges/scienceEngineeringAgriculture/departments/mathematics/Academic%20Testing%20Center/ATCRules.pdf

There will be **three** exams and a comprehensive final. An online video review and set of review questions will be provided before each exam. Partial credit is given *only* if the work neatly and clearly demonstrates progress toward the correct answer. **No outside materials are permitted during exams. The only device allowed is an approved graphing or scientific calculator (such as a TI-83 or TI-84).**

An online video review and set of review questions will be provided before each exam. Partial credit on exams is given *only* if the work neatly and clearly demonstrates progress toward the correct answer.

<center>**No make-up exams may be given without prior notice of a university excused absence.**</center>

However, at the end of the semester, **I will drop the lowest exam grade with the final exam grade, provided the final exam grade is higher.**

FINAL EXAM: For this semester, the final exam will be optional. **After the third exam, students may choose to opt out and not take the final if**
- The student has a passing grade after exam 3 and is happy with the final grade, AND
- The student has completed the last assignment of final exam practice questions on D2L.

<center>**The final exam is comprehensive and will be given on the last day of class.**</center>

GRADES: Average of Exams 1, 2, 3, and optional final: 70%
Homework: 15%
Daily Grade (Quizzes + Projects + Attendance & Participation): 15%

Each student's average for the course will be posted in your MyLeo Online account. To access the course, you will go into MyLeo and the "Apps" and look for the app for "MyLeo Online (D2L Brightspace)". You should see directions to choose your course from the course grid that looks like: . Once you have chosen the correct course, you will be able to see your "grades" option.

TECHNOLOGY REQUIREMENTS

ASSIGNMENTS AND CALCULATORS

A stable internet connection is required to access course materials and assignments. A **cell phone camera** or **document scanner** is required in order to submit digital copies of any paper assignments.

Use of a **graphing calculator** (equivalent to a TI-84 or below) is *not* required, but is recommended. At minimum, a **scientific calculato**r with trigonometric functions (such as sine, cosine, and tangent) is *required*.

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements
- LMS Requirements: https://community.brightspace.com/s/article/Brightspace-Platform-Requirements
- LMS Browser Support: https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm
- YouSeeU Virtual Classroom Requirements: https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements

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

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

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here: community.brightspace.com/support/s/contactsupport

Interaction with Instructor Statement

Students are expected to check their campus email regularly. Any questions or concerns may be addressed to the instructor's campus email. A response will be provided within 24 hours on weekdays. Emails over the weekend may take longer for responses.

It is vital that students be engaged and participating in class. Everyone is welcome to ask questions during class to further understanding of the concepts. Furthermore, I welcome any questions you may have after class.

Getting Help Outside of Office Hours

Free tutoring is available for students who need help with their math courses:

- The **Math Skills Center**, located in Binnion 328, is open through the week. Hours can be found here: tamuc.edu/dept-of-mathematics/#tamuc-section-257661
- The **Academic Success Center** offers tutoring in the library, as well as Supplemental Instruction. Their hours can be found on the university web site at inside.tamuc.edu/campuslife/CampusServices/AcademicSuccessCenter/tutorInfo/default.aspx
- Also, each student has available tutoring hours through the **online tutoring service**, tutor.com. Additional details can be found here: tamuc.edu/campusLife/campusServices/academicSuccessCenter/tutorInfo/default.aspx
  - Each students receive 3 free hours from www.tutor.com/tamuc. Use your MyLeo Log in and Password to access this. You can contact the instructor if you need additional free tutoring hours.
- In addition, **Mach III/TRIO Services**, located in the Halladay Student Services building, Room 300, is available to students who meet certain criteria, such as being a first-generation college student, etc. Contact TRIO at 903-886-5833.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Syllabus Change Policy

The syllabus is a guide. Circumstances and events may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook. https://inside.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf
Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: https://www.britannica.com/topic/netiquette

Appropriate classroom behavior is required from those who attend this class. For the online format, this means treating classmates with respect in any online discussions or communication. If someone is not treating others in the class

appropriately, they will be asked to change this behavior and can lose points for any related assignments. Serial disruptors will be asked to withdraw from the class.

TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx) webpage and [Procedure 13.99.99.R0.01](http://www.tamuc.edu).
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

Academic Integrity

In order to ensure fairness and high academic standards, any actions which violate the principles of academic integrity through dishonesty or cheating are given serious consideration.
In order 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 a 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."

Any form of academic dishonesty which is observed will be noted. The student will be informed of why their behavior falls under this category and cannot be allowed. The event will then be reported under the guidance of university procedure. The university's policies regarding these matters are outlined at the link above. Depending on the severity of the circumstances, disciplinary action may be taken.

Please be aware that while your instructor does not suspect every student of attempting to engage in dishonest behavior or cheating, certain measures may be taken during the semester to encourage integrity, honesty, and learning. Some of these measures may include asking for calculators to be cleared and for all electronic devices (except for those approved) to be put away.

Students with Disabilities-- ADA Statement

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:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library- Room 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu
Website: Office of Student Disability Resources and Services
https://www.tamuc.edu/student-disability-services/

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Nondiscrimination Notice

Texas A&M University-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.

Campus Concealed Carry Statement

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. 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 the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

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.

A&M-Commerce Supports Students' Mental Health

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit **www.tamuc.edu/counsel**

COURSE OUTLINE / CALENDAR

Week 1 (July 11 - 15)	Week 2 (July 18 – 22)	Week 3 (July 25 – 29)	Week 4 (August 1 – 5)	Week 5 (August 8 – 11)
• 1.9	• 6.3	• 5.5	• 7.1	• Wrap up and Review
• 5.1	• Review	• 6.4	• 7.2	• **Exam 3**
• 5.2	• **Exam 1**	• 6.5	• 7.3	• Final Exam Review
• 6.1	• Graph Rev.	• 6.6	• 7.4	• **Final Exam** *(optional)*
• 6.2	• 5.3	• Review	• 7.5	
• 6.3	• 5.4	• **Exam 2**	• 8.1	
	• 5.5	• Algebra Rev.		

By Remaining Enrolled In This Course, All Students Agree to Abide by The Policies of This Class, As Stated in The Syllabus.