

**PRECALCULUS
1284C
Fall, 2013**

Mrs. Kathleen Morris

Office: SCEN 321C
e-mail: kamorris@uark.edu

Phone: Office 575-3792
Calls without a 479 area code are not allowed for me.

NECESSARY PURCHASES

You must purchase an MLP access kit and a Turning Technologies Audience Response Device = a Clicker

TEXT: *Precalculus*, Fourth Edition, Robert Blitzer, 2010, Prentice Hall, Pearson
Purchasing a paper copy of the textbook is optional. You ***must*** purchase an access kit for MyLabsPlus.

SOFTWARE

Some homework, quizzes, and tests/exams are accessed with Pearson Math Software MYLABSPLUS (MLP). An electronic version of the textbook is available within MLP. You may purchase the University of Arkansas MLP access kit from a local bookstore or online when you access the MLP portion of your class.

Accessing your MRTC MATH Course with Single Sign On:

- Generally, you will access your course through Blackboard (BB) by going to learn.uark.edu. Log in using your university email login and password. There will be an option (a button or link) that will directly sign you in to MLP and allow you to work on your homework, quizzes, or tests/exams.
- If there is ever a time when Blackboard is NOT working and you need “the back door access to MLP,” go to uark.bb.mylabsplus. Your login is your university email without the @uark.edu part. The first time you do this, you will click on “forgot password” and the directions for resetting your MLP password will be sent to your uark email.

The MLP software is installed in the General Access Computer Labs (GACL) and on the computers on the second floor of the Science and Engineering Building (SCEN). Using other computers will require you to install the necessary MLP programs by clicking on the SUPPORT tab on the opening page of the online course then clicking on MYMATHLAB BROWSER CHECK.

Problems with Software: If you cannot access your MLP course:

- Check your browser- click on SUPPORT then MYMATHLAB BROWSER CHECK near the top of the page
- Delete your cookies
- Try a different browser - MLP does not like Safari at all. Mozilla Firefox is recommended
- Try a different computer
- Contact Pearson Tech Support by clicking on TECH SUPPORT link at the top of the page and select one of the means listed
- Call Pearson Helpline at 888-883-1299

COMMUNICATION:

Check the MLP Announcement Page and your university email account twice a day for important class information. Outages and other problems will also be reported via Twitter at @UarkMRTC I do not manage this Twitter account, so do not expect to be able to communicate with me via Twitter.

ATTENDANCE: It is imperative that you attend class. Students who attend class consistently get better grades. Attendance will be taken in lecture class using Turning Technologies clickers. You ***must*** purchase a Turning Technologies clicker. You must register your clicker. In Blackboard click on “Clicker Registration” and follow the instructions. (You might want to put a piece of transparent tape over the device ID number located on the back of your clicker under the bar code. The number wears off rather easily.)

Lecture attendance will count as a 10-point quiz and drill attendance will count as a 10-point quiz.

GOALS

1. To review basic algebra skills
2. To recognize various kinds of functions and apply them to the solution of equations
3. To learn basic trigonometry
4. To recognize and solve systems of equations
5. To recognize the conic sections and their geometric properties
6. To prepare to be successful in Calculus 1
7. To learn to be self-disciplined and dependable through daily consistent work

GRADING SCHEME

Three 50-minute exams	300 points
eHomework Points	100 points
Paper Quiz Points	100 points
Final (departmental & comprehensive)	200 points
Total	700 points

Homework – Thoroughly completed homework is necessary to your learning. You **MUST** do the homework **each** day to succeed and to build the confidence you will need to pass the exams and the Final. (A minimum of two hours per night is to be expected.) There is paper homework, challenger paper homework, and computer homework. The “Assignment Schedule” and “Challenger Assignment Schedule” give you the paper assignments for each day. Paper homework prepares you for the paper quizzes.

Computer homework = eHomework will be posted on MLP. eHomework counts for 14% of your course grade. You will have unlimited attempts and unlimited time for each ehomework assignment. Each ehomework assignment will be due the day after it is assigned at 11:59 pm, i.e., Monday’s assignment is due Tuesday at 11:59 pm, Wednesday’s assignment is due Thursday at 11:59 pm, and Friday’s assignment is due Sunday at 11:59 pm. The ehomework will be re-opened before each exam so that it is available for your review.

Paper Quizzes – There will be several paper quizzes throughout the semester. You can count on at least one per week for most weeks. All of the paper quizzes will come from the homework or be very similar to the homework. If you’ve done the homework, you shouldn’t have any difficulty with the paper quizzes. Some of them may be “take-home”; some may be taking up a paper homework assignment; some may be problems that will be written on the board, some may be given to you on paper. Most of these quizzes will be given in drill. Each of the paper quizzes will be worth 10 points. At the end of the session I will drop at least one paper quiz grade and average your remaining paper quiz grades. The paper quizzes count for 14% of your course grade.

Study Plan – Attached to each computer assignment is a “Study Plan”. This is generated by MLP based on what you missed on the quiz/assignment. These are excellent for review for the Exams. Work in the Study Plan is optional.

BONUS OPPORTUNITIES

Office Visit – You may earn a bonus 10 point quiz by turning in your Syllabus Quiz to me in my office. You must put this quiz in my hand in my office to earn the 10 points. You may turn in the quiz any time you can find me in my office before the deadline.

TESTING SCHEDULE

These are only approximate testing dates. They are subject to change.

Exam 1 – Sections 1.2, 1.3, 1.5-1.9, 7.1, 7.4, 9.3 – Monday, September 23

Exam 2 – Sections 11.1-11.3, 2.3-2.6, 3.1-3.4,4.1-4.3 – Wednesday, October 30

Exam 3 – Sections 4.4-4.8, 5.1-5.3, 5.5 – Exam 3 – Friday, November 22

Final – Chapters 1-5, <1.1,1.4,2.1,2.2,5.4>, Sections 7.1,7.4,9.3,11.1,11.2,11.3,6.1,6.2,9.1,9.2
Monday, December 16, 6-8 pm

If you would like to appeal the grading or the score on a quiz/exam, you must make this appeal within one week of the return of the quiz/exam to you.

MLP GRADEBOOK

The MLP Gradebook can take up to 12 hours to update your scores. Grades in the MLP Gradebook are approximations of your actual grade. Official grades will be kept in the MLP Gradebook, NOT the Blackboard (BB) Gradebook.

Your course grade will be kept current (I hope) in the MyLabsPlus Gradebook. If you want to check your grade, or if I get behind in posting scores, MLP figures the course average using this formula, I think:

$$\frac{(Exam\ Average)*5+eHomework\ Average+Paper\ Quiz\ Average}{700}$$

700

ACCOMMODATIONS

Under University policy and federal and state law, students with documented disabilities are entitled to reasonable accommodations to ensure the student has an equal opportunity to perform in class. If you have such a disability and need special academic accommodations, please report to Center for Educational Access (CEA). Reasonable accommodations may be arranged after CEA has verified your disability. You must discuss your accommodations with your instructor as soon as possible. To receive accommodation this must be done at least a week before you take a test/online quiz/exam. Do not hesitate to contact your instructor or a member of the MRTC Staff if any assistance is needed in this process.

MAKE-UP POLICY

There will be no make-ups for any in-class quiz or any ehomework. If you must miss class because of a university-sponsored event, you will be excused for the in-class quiz when you present documentation to your lecture instructor. Aegrotats will not be accepted.

I loathe make-ups for 50-minute exams. If you miss a 50-minute exam, see me as soon as possible. Most make-up exams will be given at the end of the semester. These will be computer-generated exams with little/no partial credit given. These make-ups will be taken in the Testing Lab, SCEN 203. I really don't think you want to do this. However, you may choose to take the make-up at your discretion. There are no conditions placed on taking a make-up 50-minute exam. Obviously, this policy does NOT apply for the Final Exam.

If you over-sleep on the day of an exam, see me when you wake up. SHOW UP WHEN YOU WAKE UP.

GRADING SCALE

The final letter grade is based on the following percentage scale:

A = 90.0%-100%; B = 80.0%-89.9%; C = 70.0%-79.9%; D = 60.0%-69.9%; F = 0-59.9%

These are general guidelines and are subject to modification. There will be a curve on the final grade, how much will not be known until all points are in.

ACADEMIC INTEGRITY: "As a core part of its mission, the University of Arkansas provides students with the opportunity to further their educational goals through programs of study and research in an environment that promotes freedom of inquiry and academic responsibility. Accomplishing this mission is only possible when intellectual honesty and individual integrity prevail." Each University of Arkansas student is required to be familiar with and abide by the University's Academic Integrity Policy which may be found at <http://provost.uark.edu/>. Students with questions about how these policies apply to a particular course or assignment should immediately contact their instructor.

TESTING LAB ACADEMIC POLICY

The use of cell phones, including text messaging, and any personal media devices (including iPads, iPods, PDAs, personal calculators, etc.) in any of the testing labs is strictly prohibited. Turn off all these devices **BEFORE** entering the Testing Lab and store them with your other belongings. Do not take out or turn on these devices until you have left the Testing Lab. No belongings, including purses or backpacks, may be brought to the testing machines. There is space allotted for your belongings on the shelves in the Testing Lab or in the lockers outside of SCEN 203. A violation of this policy could result in a non-replaceable zero on the quiz/exam being taken. In addition, you might be required to report to the Office of Community Standards and Student Ethics (OCSSE). Go to the Math Department website, math@uark.edu, to see complete Testing Lab Guidelines.

The only items allowed at a testing machine are a pen/pencil, your id, the official testing lab calculator, the official testing lab scratch paper. Calculators and scratch paper are provided by the Testing Lab operator.

CALCULATORS

No programmable graphing calculators of any kind will be allowed on any quiz/exam. In addition, neither an HP300s nor a Casio fx115m is allowed. Any calculator with a differentiation/integration button is **NOT** allowed on any quiz/exam. A scientific calculator can prove helpful, but it is not required. A TI-30X IIS is recommended since this is the type of calculator you will be given to use in the Testing Lab.

OTHER TECHNOLOGY

Please do not have your cell phone on during class. Cell phones, palm pilots, Blackberries, iPods, etc. will not be allowed to be visible or used in any way during class. Do not plan to use these devices to keep track of the time on the exam. Any device using earplugs/headsets is not allowed to be used in class. If you have any of these devices in your backpack or pocket during class, be sure that they are turned off and left in your backpack or pocket.

TUTORING

There are free student tutors in the Enhanced Learning Center (Gregson Hall) and MRTC – SCEN 209, 211, and 212. Visit their websites for the latest hours.

INCLEMENT WEATHER POLICY

Instructors make every effort to hold class. If you feel that travel is too hazardous due to weather conditions, inform your instructor by email. If the university is officially closed, class is canceled. Your instructor will notify you of schedule changes for assignments and exams and for the study and testing labs in SCEN by email and announcements in MLP/BB,

EMERGENCY PROCEDURES

Many types of emergencies can occur on campus. Instructions for specific emergencies such as severe weather, active shooter, or fire can be found at emergency.uark.edu.

Severe Weather (Tornado Warning):

- Follow the directions of the instructor or emergency personnel
- Seek shelter in the basement or interior room or hallway on the lowest floor, putting as many walls as possible between you and the outside
- If you are in a multi-story building, and you cannot get to the lowest floor, pick a hallway in the center of the building
- Stay in the center of the room, away from exterior walls, windows, and doors

Violence / Active Shooter (CADD):

- CALL- 9-1-1
- AVOID- If possible, self-evacuate to a safe area outside the building. Follow directions of police officers.
- DENY- Barricade the door with desk, chairs, bookcases or any items. Move to a place inside the room where you are not visible. Turn off the lights and remain quiet. Remain there until told by police it's safe.
- DEFEND- Use chairs, desks, cell phones or whatever is immediately available to distract and/or defend yourself and others from attack.

OFFICE HOURS

I will be available to students during the following hours:

MWF – 11:00-12:30; MTuW – 3:00-4:00

These are my “official” office hours. However, I maintain an “open door” policy in my office: if my door is open, I am usually available. Appointments are available upon request.

See me if you are having trouble. See me early; see me often. **Don't get behind.** I check my e-mail when I can and try to respond quickly. Any time and anywhere you can find me, I probably am available to help you.

I am scheduled to work the MRTC, SCEN 211, on Tuesdays and Thursdays from 8:00-11:00 am. This is an excellent time to get help.

TIPS FOR SUCCESS

1. Don't get behind. Do each day's assignment before the next session.
2. Talk to me when you do not understand.
3. Use a pencil **and** an eraser. Neat work facilitates learning.
4. Model my procedures and problem organization in your work. Many times the formats and step-by-step processes demonstrated in class enable students to solve and understand problems.
5. Take notes. If it important enough for me to write it down, it is important enough for you to write it down.
6. Stay awake and alert in class. You cannot learn calculus while working on other class work, reading the newspaper, working puzzles, playing games on your calculator/computer/phone, sending/receiving text messages, or sleeping. I will help you by not allowing such behavior. Lecture class and drill are **NOT** the time to work on your homework.
7. Ask questions. The only dumb question is the one you don't ask.

CLASSROOM ETIQUETTE

Each student is expected to help foster ***a positive learning environment*** in the class.

One very important element in fostering a positive learning environment is "**DO NOT DISTURB!**".

1. If you come in late, take the **FIRST** available seat.
2. If you must leave class early, sit near the door. Leave quietly and unobtrusively.
3. Do not talk to your neighbor when I am talking or while a student is talking to me once class has begun. After class has begun chit-chat, flirting, and discussions concerning other classes should take place outside of this class. If you have questions concerning the material being taught, it is recommended that you ask me and not a fellow student. However, I will allow student discussion of the material if you find it helpful.
4. Wait until class is over to pack up. It is extremely frustrating to try to finish class while students are packing up.

A second equally important element in fostering a positive learning environment is to support your fellow classmates when they have questions. No grimacing, rolling your eyes, sighing, or snickering will be tolerated.

NETIQUETTE POLICY

Netiquette is online etiquette.

Use appropriate language for an educational environment:

- ❖ Use complete sentences
- ❖ Use proper spelling and grammar
- ❖ Avoid slang and uncommon abbreviations
- ❖ Do not use obscene or threatening language.

Remember that the University values diversity and encourages discourse. Be respectful of differences while engaging in online discussions. For more information about Netiquette, see The Core Rules for Netiquette (<http://www.albion.com/netiquette/corerules.html>) by Virginia Shea.

When sending an email to your instructor, you MUST put the lecture class and class time you are registered for in the subject line. Be sure you sign the email with your full name.

THIS SYLLABUS IS SUBJECT TO CHANGE. You will be notified in email, on MyLabsPlus, and/or in class of changes. Failure to check your email and/or failure to read the announcements in MLP and/or failure to attend class will not constitute a reason to be allowed to make up any assignments, tests, or changes to the course. Ignorance is no excuse.

