

MATH 1284C PRECALCULUS
University of Arkansas, Department of Mathematical Sciences
Syllabus, Fall, 2014

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NECESSARY PURCHASES

You must purchase an access kit for MyLabsPlus (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. You are also expected to have a clicker. If you are new to clickers, you can purchase a clicker device from a textbook store. If you already have a clicker, you may choose to purchase a Turning Account scratch-off card (with rebate) to register your clicker or purchase a new clicker device.

TEXT: *Precalculus*, Schulz, Briggs, Cochran, 2014, Pearson Education

This text is an eText only. There are no paper copies available for purchase.

SOFTWARE

Some homework, quizzes, and tests/exams are accessed with Pearson Math Software MyLabsPlus (MLP). An electronic text is within MLP.

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.com. 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 Course Home tab then clicking on Browser Check (found about midway down the page under Announcements).

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

- ❖ Check your browser- click on Browser Check near the middle of the Course Home page under announcements
- ❖ Delete your cookies
- ❖ Try a different browser – This nearly ALWAYS solves the problem
- ❖ Try a different computer
- ❖ Contact Pearson Tech Support by clicking on the Help & Support link at the top of the page
- ❖ Call Pearson Helpline at 888-883-1299

COMMUNICATION:

Check the Blackboard 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 and in drill class.

COURSE OBJECTIVES:

The goal of Precalculus is to prepare you for Calculus 1. Working towards this goal, when you successfully complete this course you will be able to:

1. Recall and apply basic algebra skills without requiring a review.
2. Recall the definition of a function, basics of functions and their graphs, function operations, and function transformations.
3. Learn the basics of limits to help with the beginning of the calculus course.
4. Recognize various kinds of functions (including polynomial, rational, radical, exponential, and logarithmic functions), analyze their behavior, and use the properties of these functions to solve equations and application problems.
5. Define trigonometric functions; understand the right triangle trigonometry and unit circle.
6. Know and apply identities involving the trigonometric functions.
7. Recognize parametric equations and polar coordinates and use them to draw graphs and plot points.
8. Recognize the conic sections and their geometric properties.
9. Be self-disciplined and dependable through daily consistent work.

GRADING SCHEME Grades will be calculated according to the table shown to the right. A detailed explanation of each category is provided below.

Category	%
MLP Homework	10%
MLP Quizzes	10%
Lecture Participation	10%
Drill Participation	10%
Midterm MLP Part	10%
Midterm Written Part	15%
Final MLP Part	10%
Final Written Part	25%

MLP Homework – You **MUST** do the homework (read the eText) to succeed and to build the confidence you will need to pass the midterm and final. Each section of homework has a due date in MLP. You may still work on the homework assignment after the due date passes, but a 5% penalty per day will be applied to any points awarded after the due date. This could potentially lower your grade if you rework problems you already successfully completed (do not rework problems with a check mark). If you wish to practice the homework problems without altering your score, simply click the option “Only Practice and Review” when prompted (this will not be an option if your score on the assignment is zero). At least your two lowest homework grades will be dropped at the end of the semester.

The MLP homework assignment will include a link to the textbook section. It is required that you click on this link before you will be allowed to view the homework questions. It is recommended that you leave the eText open and read it while working on the homework questions.

MLP Quizzes – At the end of each week you will be assigned a quiz (assigned Friday morning, due Sunday at midnight). The quiz will be designed to evaluate how well you understand the ideas and perform the skills discussed in the previous week. Before you will be able to access the quiz, you must master an assigned number of prerequisite topics. You can access these topics by clicking on the link in Quizzes and Tests or by using the study plan tab on the left in MyLabsPlus. After taking each attempt, you may have to redo some of the prerequisites before being allowed to take the next attempt. MyLabsPlus determines what to assign as a prerequisite based on your performance on homework and quiz assignments. If you are careless and submit an assignment without trying your best, you may end up doing more work than is necessary in the future.

Although the quizzes can be taken anywhere, you should think of them as mini exams. Each quiz will be assigned with a timer and a lock down browser (this will prevent you from being able to open anything while taking your quiz). You will be allowed to attempt each quiz three times and only the highest score will contribute to your average. At least your two lowest quiz grades will be dropped at the end of the semester.

Lecture Participation – Grades will be earned during lecture with the use of clickers. If you do not have the clicker with you, you may use the ResponseWare app instead. If you have access to neither, you will forfeit your participation points for the day. Usually, the instructor will pose several questions to the class that will be answered and scored instantly. The score for each day will be posted in the MLP gradebook.

Please be aware that clicking in for anyone other than yourself for any reason is considered academic dishonesty and will be penalized. In this event, the students will be reported for academic dishonesty and will be docked points. In some cases, this could lead to expulsion.

Drill Participation – An activity or quiz will be planned for each day of drill. The purpose of the activities is to allow you to explore the skills discussed in the eText and in lecture. Some of the activities will be done in groups, so attendance is imperative. Quizzes will be taken with the clickers, so if you do not have access to your clicker or the ResponseWare app, you will receive a zero for that quiz. Grades and feedback will be given by your drill instructor.

Five of your lowest Participation (combined lecture and drill) grades will be dropped at the end of the semester. This means that you can miss class (Drill or Lecture) up to 5 times without penalty.

Midterm – The midterm will be administered in two parts: MLP and written.

The MLP part will be given in the Science and Engineering Testing Center (SCEN 203). You will be expected to abide by the testing center guide lines found at http://mrtc.uark.edu/TESTING_CENTER_GUIDELINES.pdf. You may choose to take the exam on any of the following three dates: **Wednesday, October 8, Thursday, October 9, or Friday, October 10**. Check the MRTC website (mrtc.uark.edu) for testing center hours. This portion of the midterm will count for 10% of your overall average and will be given in and graded by MLP. For this reason, it will contain no problems in which you must show work in order to obtain the answer. You will be able to immediately review the scoring of your exam. If you believe your exam has been misscored, put the red cup at your testing station on top of the computer tower to signal a testing center employee. When they approach you, ask for a “pink sheet”. They will bring it to you. Fill it out to contest the grading. Filling out a pink sheet is not a guarantee that your grade will be changed. Ultimately the decision will be made by your instructor.

The written part of the midterm will be departmentally administered; i.e. all sections of 1284C Precalculus will take the exam at the same time on the same day. Our departmental midterm is scheduled for...

Wednesday, October 15, 6:30 pm – 8 pm

If you have a conflict with this date and time, it is your responsibility to contact and discuss this with your Instructor no less than 24 hours before the exam. This portion of the midterm will only consist of thought provoking problems that require

you to justify all of your answers. You will not receive full credit for a correct answer with no work shown. This portion of the midterm will count for 15% of your overall average.

Final (comprehensive) – The final exam will be administered in two parts: MLP and written.

The MLP part will be given in the Science and Engineering Testing Center (SCEN 203). You will be expected to abide by the testing center guide lines found at http://mrtc.uark.edu/TESTING_CENTER_GUIDELINES.pdf. You may choose to take the exam on any of the following two dates: **Sunday, December 14 or Monday December 15 (before the written portion)**. Check the MRTC website (mrtc.uark.edu) for testing center hours. This portion of the final exam will count for 10% of your overall average and will be given in and graded by MLP. For this reason, it will contain no problems in which you must show work in order to obtain the answer. You will be able to immediately review the scoring of your exam. If you believe your exam has been misscored, put the red cup at your testing station on top of the computer tower to signal a testing center employee. When they approach you, ask for a “pink sheet”. They will bring it to you. Fill it out to contest the grading. Filling out a pink sheet is not a guarantee that your grade will be changed. Ultimately the decision will be made by your instructor.

The written part of the final exam will be departmentally administered; i.e. all sections of 1284C Precalculus will take the exam at the same time on the same day. Our departmental final exam is scheduled for...

Monday, December 15, 6 pm – 8 pm.

This portion of the final exam will only consist of thought provoking problems that require you to justify all of your answers. You will not receive full credit for a correct answer with no work shown. This portion of the final exam will count for 25% of your overall average.

If you would like to appeal the grading or the score on the written portion on an exam, you must make this appeal within one week of the posting of grades in MLP.

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.** Grades will be kept in the MLP Gradebook only, NOT the Blackboard (BB) Gradebook.

The MLP gradebook works in set category weights, which makes the individual assignment weights continually change. For example, your homework for the entire semester is worth 10% of your average. Once the first homework is submitted, all of that 10% is made up of that one submitted assignment. Once the second homework is submitted, the two submitted homeworks equally make up that 10%, i.e. each one is worth 5%. Once three assignments are submitted, each one will be approximately 3.333% of your grade, and so on. Therefore, each individual assignment will continually be worth less and less, until the end of the semester when all assignments have been graded.

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 an exam. Do not hesitate to contact your instructor or a member of the MRTC Staff if any assistance is needed in this process.

EXTENSION POLICY

There will be **no** extensions for any quiz, any homework, or any participation points. In lieu of extensions, we will drop at least two of your lowest grades in each of the quiz and homework categories and five of your lowest participation grades. If you must miss class because of a university-sponsored event, you will be excused for the participation when you present documentation to your lecture instructor. Aegrotats will not be accepted.

GRADING SCALE

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

A = 90%-100%; B = 80%-89%; C = 70%-79%; D = 60%-69%; F = 0-59%

These are general guidelines and are subject to modification. ***IF*** there will be a curve, it will be on the final grade. The amount will not be known until all points are in for the entire semester.

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.

CALCULATORS

Currently, graphing calculators are not allowed in Calculus courses offered at the University of Arkansas; therefore, you will be limited to similar calculators in this Precalculus course. You will be allowed to use a nonprogrammable, non-graphing scientific calculator during exams. For the exams given in the Testing Center, you will be provided a TI-30X IIS calculator. You will not be allowed to use your own personal device. Note that the proctors at Testing Center will not answer questions about operation of these calculators. It is strongly recommended that you use a TI-30X IIS while doing online homework and quizzes so that you can get familiar with the calculator.

OTHER TECHNOLOGY

Please feel free to bring your cell phones and/or laptops and/or tablets to class. Using these devices will allow you to use the responseware software to access Turning Point Cloud. You can use this software to participate in lectures in lieu of your clicker. You can also follow along in the eText in the many instances we will investigate with the interactive figures. This does not, however, mean that you can use class time to stalk people on facebook or play candy crush. Do not engage in text messaging or other non-math related socialization or gaming. If you are discovered participating in any activity that is not directly related to the current lecture, you will be dismissed for the day and forfeit your participation points.

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. elc.uark.edu and mrtc.uark.edu

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. We may have an online class using Blackboard Collaborate.

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

My office hours are posted on the blackboard site. 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. Anytime and anywhere you can find me, I probably am available to help you.

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, on BlackBoard, 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.