

MATH 1284C PRECALCULUS - ONLINE
University of Arkansas, Department of Mathematical Sciences
Syllabus, Summer 2014

Course Objectives

The goal of Precalculus course 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 and solve systems of linear and nonlinear equations.
8. Recognize the conic sections and their geometric properties.

Instructor

Mrs. Victoria Ryburn

E-mail: vryburn@uark.edu, office: SCEN 219. I will be available by email anytime and will respond to emails sent as quickly as I can, at most within 24 hours. Check the ‘instructor’ tab on Blackboard for office hours.

Communication

Check the Blackboard announcements 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 or check this Twitter account, so do not expect to be able to communicate with me via Twitter.)

Materials for the Course

Electronic Textbook and Software: *MYLABSPLUS (MLP) Student Access Kit*. This kit is **REQUIRED** for the class. Electronic version of the textbook is included in MyLabsPlus. 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.

Textbook: *Precalculus, Fourth Edition*, Robert Blitzer, 2010, Prentice Hall, Pearson.

Accessing your 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 is a link in under “Course Content” tab 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) on the University of Arkansas Campus. 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- 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

Blackboard Support

If you have any questions about Blackboard contact Blackboard Support: 479.575.6804 (Mon - Thurs: 7 am - 10 pm, Friday: 7 am - 5 pm, Saturday: 11 am - 4 pm, Sunday: 6 pm - 11 pm). Or, you can email: bbhelp@uark.edu. If Blackboard is not responding, or there are problems with the system after business hours, please call 479.575.2904. The appropriate personnel will be notified.

Grading

Grades will be calculated according to the following categories and weights. A detailed explanation of each category is provided below. See the "Course Schedule" on Blackboard for assignment dates.

Exams (3 at 15% each)	45%
Final Exam (cumulative)	25%
Completed Notes	10%
MyLabsPlus Quizzes	10%
MyLabsPlus Study Plan	10%

The final letter grade is based on the following percentage scale. These are general guidelines and are subject to modification.

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

Exams: During the semester, there will be three regular exams, which will be given at the Testing Center (SCEN 203). At the end of the semester, there will be a cumulative final exam (from all the material covered during the semester), which will also be given at the Testing Center. **If you will not able to make it to campus to take your exams, you need to let me know immediately.** Our exams are planned to help you gain experience for Calculus classes, where all exams are given on paper. Therefore, for all Precalculus exams, you will be required to show your work on paper. This also means you will receive partial credit for your work on paper, which is a big advantage since this would not be an option for a MLP-only exam. More details will be given before the exams.

You are required to read the Testing Center Guidelines document and follow the rules in this document while taking your exams in the Testing Center. The guidelines can be found at <http://mrtc.uark.edu/7249.php>

Completed Notes: A fill in the blank type of notes is provided on blackboard as a resource for most lessons. These notes follow the textbook very closely and are to be completed by you, the student. Each section of notes has a corresponding due date and must be printed, completed, and submitted in blackboard for a grade. To submit your notes, you can scan them and attach them in the assignment or take pictures of your work and attach them. If you take pictures, they must be clear and they must contain all details of your work (make sure no parts are cut off). You will be graded on completion, accuracy and clarity (clarity means you must have legible hand writing).

Quizzes: One quiz is assigned for each section we will cover. At least two of the worst/missed quiz grades will be dropped before averaging. The 1.5 quiz (on May 30) is scheduled at the Testing Center; the purpose of this is to help you get used to the Testing Center and the exam format. The rest of the quizzes will be take-home. They follow a strict schedule of due dates (due at 11:59 pm on the date shown) found under Course Schedule in blackboard. Each quiz may be taken an unlimited number of times until the due date.

Course Entry Quiz: This is an extra quiz at the beginning of the semester that doesn't count as a part of your grade. You must score 100% on this course entry quiz before you can work in MLP. The questions on this quiz will be from this syllabus and/or other resources found on blackboard.

Study Plan: Each quiz is assigned a study plan as a prerequisite. You must master the study plan topics in order to take the quiz. To master a study plan topic, click on "Quiz Me" to the right of the topic. You will be given (usually) 3 questions to answer. If you answer them correctly, you will be given credit for the topic. If you answer incorrectly, you should click on "Practice" to the right of the topic. "Practice" lets you practice the topic with the help of the "Help Me Solve This" and "View an Example" features on MyLabsPlus.

Please do not wait until the last minute to work on assignments. Keep in mind that computer/internet problems close to deadlines are **NOT** a valid reason for missing a quiz. Also, MLP Gradebook can take up to 12 hours to update your scores (this rarely happens, but it is possible). Therefore you must have the required prerequisite homework completed at least 12 hours before you plan to take a quiz or test/exam. **Grades in the MLP Gradebook are approximations of your actual grade.** All your grades will be kept in the MLP Gradebook, NOT the Blackboard Gradebook.

Make-Up/Extension Policy

There will be no make-ups or extensions for any quizzes or completed notes (at least the lowest two worst/missed quiz grades and completed notes grades are dropped to account for sickness or emergencies). There will be no make-up exams offered without arrangements. If possible, notify your instructor before missing the exam. If you miss an exam, let your instructor know immediately. Make-up exams can be different than those regularly scheduled and can be given right after the missed exam or at the end of the semester.

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. 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.

Etiquette Policy

Remember you are in a college level course so you are expected to approach all assignments in a professional and intelligent manner. This means, in all communications you should use correct spelling and correct grammar; avoid the use of emoticons, net abbreviations and slang. You will probably also want to review the [Code of Student Life from the Student Handbook](http://handbook.uark.edu/codeofstudentlife.php) (<http://handbook.uark.edu/codeofstudentlife.php>).

Tutoring

There are free student tutors in the Enhanced Learning Center (Gregson Hall), Mullins Library, Reid, Futrall, Maple Hill. Visit <http://elc.uark.edu/> for more details. Also, you can get help and work on MLP components of the course in the MRTC Tutoring Labs on the second floor of SCEN. Visit <http://mrtc.uark.edu/> for hours.

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.

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 submit your paperwork to your instructor or Dr. Cleaveland (SCEN 220) 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.

Inclement Weather or Technical Problems

In case of inclement weather or technological problems that prevent the University from providing access to course materials you may send the instructor an email inquiry. In addition, the instructor will notify students as soon as possible in such instances and provide instructions on how the course will proceed. Blackboard occasionally schedules "down time"; users will be notified in advance through a system-wide announcement so schedule your online work accordingly. If you are experiencing difficulties with the operation or navigation of Blackboard you can visit the UA Blackboard Help website (<http://bbsupport.uark.edu>). Please note that personal technical issues (i.e. computer crashes or lack of knowledge of Blackboard) are considered to be the responsibility of the student and will not excuse the student from assignments or other course responsibilities.

Emergency Procedures (this information is included since you will be going to the Testing Center on campus) 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.

We reserve the right to make changes to the syllabus at any time. You will be notified of changes on the MLP/BB Announcement pages, and/or via university email.