

MAT170 Precalculus Online

Sample Syllabus

Instructor:	Email:
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Prerequisites: Students entering MAT 170 (Precalculus) are expected to have completed MAT 106 (Intermediate Algebra or high school algebra 2) or its equivalent with a grade of A, B or C.

This is a time intensive class, expect to spend between 20 and 30 hours a week studying and completing assignments. There are strict due dates for both the homework as well as the exams, so pay close attention to the syllabus calendar.

Materials needed for the course:

1. MyMathLab access (required): All class work will be completed in MML. (See blackboard for more details). When registering please use **exact same name** as it appears in myasu. The textbook is included online with the purchase of the course, which is about \$100. The purchase of a hard copy of the textbook is optional. See your list of textbooks in myASU for more information.

2. Graphing Calculator (required): The TI-83 + or TI-84+ calculators are highly recommended. However, calculators that perform symbolic algebraic calculations, such as the TI-89, TI-92 or TI Nspire CX CAS, are not permitted on the midterm or final exams. (The TI Nspire CX model is permitted.)

3. Computer Access: You must have access to a computer with a reliable internet connection. For best results please use Firefox or Chrome as your browser.

Technical Support Contact Information: For technical assistance 24 hours a day, 7 days a week, please contact the University Technology Office Help Desk:

Phone: 480-965-6500

Email: helpdesk@asu.edu

Web: <http://help.asu.edu/>

For information on systems outages see the ASU systems status calendar, please visit <http://syshealth.asu.edu/> and <http://systemstatus.asu.edu/status/calendar.asp>

Midterm and Final Exam Information:

The midterm and final exams must be proctored using a service called Software Secure (RPNOW), which requires a webcam and a microphone. You will also need a good photo ID.

- The Midterm Exam must be taken by ...
- The Final Exam must be taken by ...

Schedule – All due dates at 11:59 PM Arizona time

Date	Monday	Tuesday	Wednesday	Thursday	Friday
...				Class Begins Sign up for MML!	1.2 due
...	1.3 due	1.6 due	1.7 due	1.8 due	2.1 due
...	2.2 and 2.3 due	2.4 due	2.5 due	2.6 due	3.1 due
...	Labor Day Observed	3.2 due	3.3 due	3.4 due	3.5 due
...	Study for Midterm	Practice Midterm exam due	Midterm Exam due	4.1 due	4.2 due
...	4.3 due	4.4 due	4.5 due	4.6 due	4.7 due
...	5.1 due	5.2 due	5.3 due	5.5 due	6.1 due
...	6.2 due	Study for Final	Study for Final	Practice Final Exam due	Final Exam due

Sections covered (mp = number of mastery points per section in the study plan)

Note: Not all mastery points are prerequisites for the practice exams.

- 1.2 Basics of Functions and their Graphs (5 mp)
- 1.3 More on Functions and their Graphs (5 mp)
- 1.6 Transformations of Functions (4 mp)
- 1.7 Combinations of Functions, Composite Functions (4 mp)
- 1.8 Inverse Functions (3 mp)
- 2.1 Complex Numbers (3 mp)
- 2.2 Quadratic Functions (3 mp)
- 2.3 Polynomial Functions and their Graphs (3 mp)
- 2.4 Dividing Polynomials, Remainder and Factors theorems (2 mp)
- 2.5 Zeros of Polynomial Functions (2 mp)
- 2.6 Rational Functions and their graphs (2 mp)
- 3.1 Exponential functions (3 mp)
- 3.2 Logarithmic functions (4 mp)
- 3.3 Properties of Logarithms (3 mp)
- 3.4 Exponential and Logarithmic Equations (4 mp)
- 3.5 Exponential Growth and Decay, Modeling Data (1 mp)
- 4.1 Angles and Radian Measure (4 mp)
- 4.2 Trigonometric Functions, Unit Circle (4 mp)
- 4.3 Right Triangle Trigonometry (3 mp)
- 4.4 Trigonometric Functions of any angle (3 mp)
- 4.5 Graphs of Sine and Cosine Functions (4 mp)
- 4.6 Graphs of other Trig Functions (1 mp)
- 4.7 Inverse Trigonometric Functions (3 mp)

- 5.1 Verifying Trigonometric Identities (2 mp)
- 5.2 Sum and Difference Formulas (3 mp)
- 5.3 Double-Angle, Power Reducing and Half-Angle Formulas (3 mp)
- 5.5 Trigonometric Equations (6 mp)
- 6.1 Law of Sines (3 mp)
- 6.2 Law of Cosines (2 mp)

Instructor Initiated Drop: *It is important to attend all your math classes and access your online course materials for ASU Online and iCourse sections to ensure you do not miss any course assignments or supplemental instruction. Failure to attend class (or access your online course) at the start of the term will result in an [instructor-initiated drop for non-attendance](#). **If you are not enrolled in MyMathLab by ..., you could be dropped from the class.** You can obtain temporary access if you need to wait for financial aid. If you are having any issues with your account in the first week, you MUST contact the instructor ASAP.*

Homework: The homework will be completed in MML, all due dates are listed in the syllabus calendar as well as in MML. There is a new learning aid built into the homework called Skill Builder. If you cannot get the answer to a problem correct, the system will lead you through an easier problem first. Then build your way to more challenging problems until you have mastered the given problem. If you do well on the homework, you will earn mastery points in the study plan.

Study Plan: The study plan in MML is very important because earning 100% of the mastery points will open the practice exams. To earn mastery points, go to Study Plan in MML and make sure you are in the Prerequisite tab. Take quizzes in the list and if you do not earn at least 70%, you will need to do some practice problems before the system will allow you to take the quiz again.

Practice Exams: The practice exams are the best way to help you study! To open a practice exam, you must earn 100% of the mastery points in the Prerequisite tab. Once you work through the practice exam, some of your mastery points in the study plan will be taken away. This will tell you which topics you need more help on. Earn the mastery points back and you will be able to take the practice exam again.

Exams: The exams must be taken using RPNOW, which required a webcam and microphone. You have only one attempt for the midterm and final exams. If you miss an exam you will receive a zero unless you have a documented reason. No notes are allowed when taking the midterm and final exams. *No cell phones or any internet-capable devices are allowed on tests. They must be turned off and made inaccessible for the duration of the test. Accessing a cell phone or internet-capable device for any reason during the test will result in a score of 0 for that test and possible further sanctions through the Dean's office.*

Students in face-to-face or online courses taking exams and quizzes at Arizona State University should expect to be proctored. The process includes verifying the identity of the student and providing either live proctors or other forms of proctoring during the exam or quiz. In the case of face-to-face courses, students can be required to show a valid identification card, and expect to be monitored by proctors while taking either an exam or quiz. Proctoring of online students requires presenting a valid identification card as part of the verification process and monitoring by online proctoring software.

ASU contracts with three online proctoring software companies. Each company has been carefully reviewed for software security and the protection of student data and must meet the standards of the ASU Internet Security Office. In addition, any company employee, including proctors, who would have access to student data must have a background check and be finger printed. Students can take exams in any

location that has a reliable Internet connection. It is best to select a quiet location where the student can be alone in a room.

Suggested Plan of Action: You must complete a full semester's worth of work in only 7.5 weeks. And online! Expect to spend at least 20 to 30 hours a week on the class. This is what I suggest:

1 - Read the online text and watch lecture videos in MML. There are also short example videos in the Chapter folders in blackboard. (See below: Online Resources)

2 – Complete the **homework** assignment. If you did not earn all of the mastery points in the **Study Plan** for the particular section you are working on, try the quizzes. If you miss a homework assignment, you will still need to earn the mastery points in that section to be able to open the practice exams.

3 - Get help! Take advantage of tutoring resources and/or post questions in Piazza. You can also email me directly if you have a question of a personal nature.

Online Resources

To access the online resources, including power points, videos and online text, click on **Multimedia Library** under MML Resources in blackboard. Select the appropriate chapter and section, click on Select All and Find Now.

You can also find short example videos in blackboard under the Chapter links on the left. These videos can also be found on ASU's server: vidman.asu.edu

Piazza: Piazza is an online forum site specifically created for math and science courses. It features a clean interface that makes following threads easier, the threads are sortable and searchable, and provides the ability to enter symbolic mathematics. It is a collaborative site in which students are encouraged to post questions and other students are encouraged to offer assistance. The instructor and teaching assistants monitor Piazza regularly, offering feedback whenever necessary. Piazza is built into every online course shell and is a required aspect of the course. Look for an email in the first week of classes, which will include a link you must click on to be enrolled in the correct Piazza shell.

Student Rules of Engagement (Piazza):

- All questions related to classwork should be posted to Piazza. Any homework or classwork questions emailed directly to the instructor will not be answered.
- Please include the section number and question number in the header (e.g. Section 11.2, #7).
- Please include a couple lines of your work. You may also photograph your written work and insert the image within the post. Please trim the image size if possible.
- Please be courteous at all times. No vulgar, demeaning, or aggressive language will be tolerated.
- Do not use Piazza to air grievances or to campaign.
- Do not use Piazza for personal messages. Those should be sent by email to the instructor directly.
- Stay on topic. Do not use Piazza for discussions not related to this class.
- Keep a civil and friendly atmosphere. Piazza works best when there are a lot of students willing to engage the forum.
- Please do not expect immediate replies. Instructors usually check the forum daily. In the meantime, other students are encouraged to add feedback and commentary. Instructors may also deliberately stay in the background so as to promote student-led discussions.

Failure to adhere to these requirements may result in your posting privileges being revoked.

Grading: I will be using plus/minus for final grades.

A+ = [97,100]; A = [93,97); A- = [90,93)

B+ = [87,90); B = [83,87); B- = [80,83)

C+ = [77,80); C = [70,77)

D = [60,70); E = [0,60)

Course Work	Percent
Homework	20%
Practice Exams	10%
Midterm Exam	35%
Final Exam	35%

In-Person Tutoring:

MATH TUTOR CENTER: PSA 116

The Math Tutor Center provides free, quality tutoring to all ASU students registered in mat170. However, **you must bring your Sun Card**. Click on the following link for available times:

<https://math.asu.edu/resources/math-tutoring-center>

Online Tutoring:

The University Academic Success Programs offers free online tutoring:

<https://tutoring.asu.edu/student-services/online-tutoring>

Grade of Incomplete: A grade of incomplete, "I", will be awarded only in the event that a documented emergency or illness prevents the student who is doing acceptable work from completing a small percentage of the course requirements. The guidelines in the 2006-07 general ASU catalog regarding a grade of incomplete will be strictly followed.

Course Withdrawal: A student may withdraw from a course with a grade of W during the withdrawal period. The instructor's signature is not required. It is a student's responsibility to verify that they have in fact withdrawn from a class.

Academic Status Report 1: ...

Withdrawal deadline: ...

Complete Withdrawal deadline: ...

Final Exam Make-up Policy: Exceptions to the schedule and requests for make-up examinations can be granted only by the Department Chair, Associate Department Chair or the Coordinator of First Year Mathematics, and for one of the following reasons:

1. Religious conflict (e.g., the student celebrates the Sabbath on Saturday)
2. The student has more than three exams scheduled on the same day as the math final.
3. There is a last-minute personal or medical emergency

The Department reserves the right to request written documentation to substantiate any claim of hardship. Make-up exams will NOT be given for reasons of nonrefundable airline tickets, vacation plans, work schedules, weddings, family reunions, and other such activities. Students should consult the final exam schedule before making end-of-semester travel plans.

Academic Integrity Statement: *Academic honesty is expected of all students in all examinations, papers, laboratory work, academic transactions and records. The possible sanctions include, but are not limited to, appropriate grade penalties, course failure (indicated on the transcript as a grade of E), course failure due to academic dishonesty (indicated on the transcript as a grade of XE), loss of registration privileges, disqualification and dismissal. For more information, see <http://provost.asu.edu/academicintegrity>.*

Students with Disabilities

Disability Accommodations: Qualified students with disabilities who will require disability accommodations in this class are encouraged to make their requests to me at the beginning of the semester either during office hours or by appointment. Note: Prior to receiving disability accommodations, verification of eligibility from the Disability Resource Center (DRC) is required. Disability information is confidential.

Establishing Eligibility for Disability Accommodations

Students who feel they will need disability accommodations in this class but have not registered with the Disability Resource Center (DRC) should contact DRC immediately. Their office is located on the first floor of the Matthews Center Building. DRC staff can also be reached at: 480-965-1234 (V), 480-965-9000 (TTY). For additional information, visit: www.asu.edu/studentaffairs/ed/drc. Their hours are 8:00 AM to 5:00 PM, Monday through Friday.

Policy on Threatening Behavior

All incidents and allegations of violent or threatening conduct by an ASU student (whether on-or off campus) must be reported to the ASU Police Department (ASU PD) and the Office of the Dean of Students. If either office determines that the behavior poses or has posed a serious threat to personal safety or to the welfare of the campus, the student will not be permitted to return to campus or reside in any ASU residence hall until an appropriate threat assessment has been completed and, if necessary, conditions for return are imposed. ASU PD, the Office of the Dean of Students, and other appropriate offices will coordinate the assessment in light of the relevant circumstances.

Syllabus Changes (Disclaimer): The instructor reserves the right to alter the syllabus via email and/or by notification on the course Announcements in Blackboard in order to meet the needs of the students in the class. It is the student's responsibility to check for updates frequently in Blackboard.