THE UNIVERSITY OF TEXAS AT EL PASO
COLLEGE OF SCIENCE
DEPARTMENT OF MATHEMATICAL SCIENCES

COURSE BASICS

Course Number: MATH 1508  CRN 22062
Course Title: Pre-Calculus
Credit Hours: 5
Term: Spring 2021
Class Meeting & Location: None – course is entirely online via WebAssign and Blackboard
Workshop Meeting & Location: TBA, online via Blackboard Collaborative Ultra. Use the following link to access the workshop meetings: TBA
Prerequisite Courses: M0311 or TSI score between 350 – 390 or placement by previous Accuplacer scores

INSTRUCTOR INFORMATION

Instructor: Talamantes, C
Office Location: Online Only Blackboard Collaborate

Contact
Instructor email: cttalamantes@utep.edu
Course coordinator: Nada Al-Hanna at nfalhanna@utep.edu
Math Department: mathdept@utep.edu

Office Hours:

Office hours are only held during normal university scheduling. Please allow one business day for the return of emails. Evening and weekend emails will be attended to during regular business hours. Other times at the discretion of the instructor.

During off-scheduling (Finals week) or condensed scheduling (late start, closed university) hours will be adjusted appropriately.

REQUIRED TECHNOLOGY AND MATERIALS

Textbook:
Pre-Calculus by Larson, 10th edition with the Enhanced WebAssign access card.

You must have the Enhanced WebAssign access code. This gives you the full access to both the assignments and the e-book.
Optional
A hard copy of the textbook is available, but not required for the class. The e-book is adequate and comes with the required access code.

Calculator:
A graphing calculator is recommended.

Online Components
You are required to have a Webassign account and the Enhanced WebAssign access code.

Ensure your UTEP e-mail account is working and that you have consistent access to the internet and a stable web browser. Mozilla Firefox, Google Chrome, and Safari are the most supported browsers for both Blackboard and WebAssign.

You will need to have regular access to a computer and/or laptop. Your cell phone is not sufficient for doing coursework. You will need to download or update the following software: Microsoft Office, Adobe, Windows Media Player (or QuickTime Player), and Java.

WebAssign
WebAssign is an online Course Management System of Cengage, the publisher of our text. You must have reliable internet in order to take an online course. You will use the instructions below to access and register for WebAssign. You will have a 14-day free trial so that you may access your coursework immediately.

Instructions to access and register for WebAssign:
To enter your course on WebAssign on January 19, go to www.webassign.net and follow these steps:

1) Click on “Enter Class Key"
2) Enter the class key given by your instructor, be sure to include all three sections given:

    utep  ####  ####

3) Verify the section number and instructor name, then enter your information. Please make sure that you use your UTEP miners email and that you remember the password that you create.
4) The next time you log in, click on “Log In” and enter your UTEP miners email and the password that you created.

You are required to purchase an access code to log in as soon as possible and before the grace period ends. If you purchased a new book from the UTEP bookstore, the code should have come with it. When entering the code, enter all the words and characters in the boxes appropriately.
COURSE OVERVIEW

Course Objectives and Learning Outcomes
Students are expected to have a clear understanding of the ideas of Precalculus as a solid foundation for subsequent courses in mathematics and other disciplines as well as for direct application to real life situations.
The content of the entire course covers topics from basic mathematics and develop them using practical and theoretical tools, building applications and making a strong support for Calculus classes.
A student passing MATH1508 Precalculus course will be able to work with the concepts of functions (functions in general, exponential and logarithmic functions, polynomial and rational functions, trigonometric functions, etc), to solve a system of linear and non-linear equations and inequalities, to make basic operations with matrices, to apply mathematical induction method, to work with trigonometric functions and their properties, and to apply them in problems related to other branches of Science: Calculus, Algebra, Physics, Chemistry, Biology, Pharmacy, Engineering, Statistics, etc.

Activities and Assignments:
You will find all assignments on www.webassign.net. Please use Mozilla Firefox, Google Chrome, or Safari since WebAssign works best with these browsers. All work, including homework, quizzes, and exams, will take place through WebAssign.

Three exams, with retake options, will be given.

A two-hour workshop per week will take place via Blackboard Collaborative Ultra.

Maymester and Test Out:
If a student receives a grade of “D” or “F”, then they may register for Maymester workshop or take a comprehensive Test Out exam. A grade of 70% or better on the comprehensive Maymester final exam or a 70% or better on the comprehensive Test Out exam, will replace a failing course grade with a grade of “C”. (A grade change form will be signed and submitted by the coordinator for Math 1508, Mrs. Nada Al-Hanna).

Resources:
You will have course PowerPoint and video access through the Resources section of WebAssign and Blackboard. You can click on resources at the bottom of your WebAssign homepage and you will be able to access PowerPoint lectures from the publisher as well as the Cengage lecture videos for each section that we cover.

Tutoring
The MaRCS tutoring center offers free tutoring for math classes, their website has more information: https://www.utep.edu/science/math/marcs/

There are several useful features in WebAssign designed to give extra help. These include “Watch it” and “Master it” links.
I am also available during office hours to help with questions.

Website
UTEP Math 1508 website: http://www.math.utep.edu/classes/precalculus/

Class Activity Settings
Homework Assignments
All homework will be completed on WebAssign. Each question has 5 attempts. I recommend you get help after the 3rd incorrect submission rather than waiting until you are out of attempts to get help.

Quizzes
After a few sections of homework, you will have a 60-minute timed quiz over that material. The quizzes may contain problems you have not seen previously, but they will be based on the same concepts.

The password for all quizzes is the word ready.

Each question has 3 attempts. If you choose to start a quiz less than 60 minutes before the due date, the quiz will conclude at the due date and your answers will be auto submitted.

Exams
To review for each exam, an exam review will be available one week prior to the exam date, on WebAssign. The review is a homework score, so be sure to complete the reviews. The exams will be available on WebAssign for a 24-hour period on the date specified by the course calendar and listed below. The exam itself is timed at 120 minutes (two hours) and will have an accessible scientific calculator. You have two attempts at each problem.

- Exam 1: Opens 11:59PM MST on Wednesday, Feb 17th and closes Thursday, Feb 18th at 11:59 PM MST
- Exam 2: Opens 11:59 PM MDT on Monday, Mar 29th and closes Tuesday, Mar 30th at 11:59 PM MDT
- Exam 3: Opens 11:59 PM MDT on Wednesday, May 5th at closes Thursday, May 6th at 11:59 PM MDT

The password for all exams is the word ready.

If you choose to start an exam less than 120 minutes before the due date, the exam will conclude at the due date and your answers will be auto submitted.

Retake Exams
A retake exam, for improvement, will appear on WebAssign after the original exam according to the class calendar and listed below. The best grade of the two will be recorded. You do not have to take the retake exam if you are satisfied with your original exam score. The retakes will be available on WebAssign for a 24-hour period on the date specified. You will have two attempts at each problem.

- Exam 1 Retake: Opens at 11:59 PM MST on Thursday, Feb 25th and closes on Friday, Feb 26th at 11:59 PM MST
• Exam 2 Retake: Opens at 11:59 PM MDT on Thursday, Apr 8th and closes on Friday, Apr 9th at 11:59 PM MDT
• Exam 3 Retake: Opens at 11:59 PM MDT on Wednesday, May 12th and closes on Thursday, May 13th at 11:59 PM MDT. (During finals week.)

The retake exams will also have a 120-minute (two-hour) time limit with password: retake.

If you choose to start an exam less than 120 minutes before the due date, the exam will conclude at the due date and your answers will be auto submitted.

Workshop:
You will have a two-hour, mandatory workshop meeting every week. You will be enrolled in the workshop class “Precal workshop Spring 2021” via Blackboard. You will have many resources available such as PowerPoints, worksheets, and videos. You will have to attend a 2-hour workshop meeting every week via Blackboard Collaborative Ultra.

To attend the workshop: click on the link provided on the first page of this syllabus.

Your workshop grade will depend on your participation. You will have poll questions to answer during your workshop which will count for your participation.

Timed Assignments:
For all timed assignments, the clock begins once you open the assignment. This clock will not stop for any reason, not even if you log out. For this reason, it is important to check for any updates on your computer prior to beginning the timed assignments. The due date will change to reflect the time limit for timed assignments once you begin the quiz or exam.

Course Schedule:
A comprehensive course schedule is attached as the last pages of this syllabus. Semester highlights are included.

- January 19th: First Day of Classes
- February 3rd: Census Day (Last day to drop without a W)
- March 15th-19th: Spring Break
- April 1st: Drop Day (Last day to drop with a W)

Grading Policy
You will be graded on homework, quizzes, workshop, and exams.

10% Homework
10% Quizzes
05% Workshop
25% Exam I
25% Exam II
25% Exam III

Letter grades are determined according to the following scale:

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<thead>
<tr>
<th>Grade</th>
<th>Score</th>
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<tbody>
<tr>
<td>A</td>
<td>90-100</td>
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<tr>
<td>B</td>
<td>80-89</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
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<tr>
<td>D</td>
<td>60-69</td>
</tr>
<tr>
<td>F</td>
<td>&lt;60</td>
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</tbody>
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**ADDITIONAL COURSE POLICIES**

**Drop Policy**

_The Drop Date for this semester is Thursday, April 1st, 2021 before 5:00 PM MDT. No drops will be approved after this date or time._

Students who decide to drop the course must process a drop form, by emailing records@utep.edu by April 1st before 5:00 PM MDT. Please note that the College of Science will remain aligned with the University and will not approve any drop requests after that date.

**Make-up Policy**

**Homework**

An automatic homework extension can be requested within 7 days after the due date. To do so, log in to WebAssign and click on My Assignments. Scroll to the assignment you want to extend and click Request Extension. Select “Automatic” and “Accept” the extension. The new due date will be 48 hours from the time the extension is requested. Note, this means that time due will also change. No penalty will be applied to problems submitted after the original due date.

You may not view the answer key to a homework assignment and get an extension for it.

**Quiz**

There are no automatic extensions for quizzes. Quizzes are available before their due date. Please make plans to take the quiz early if you have a conflict.

If you feel like you have some extenuating circumstance, or have an excused absence that will keep you from completing the assignment or quiz in a timely manner, please contact me right away and be prepared to show supporting documentation.
University Sponsored Events:
These include conferences, student athletes’ competitions, etc... The student needs to inform me of any traveling conflicts before they leave and make adequate arrangements to make up the missed material with one week of returning. Failure to do so, will result in the forfeiture of points.

Exams
A make-up exam will only be given in extraordinary circumstances such as, severe illness or death in immediate family, and with appropriate documentation (e.g. doctor’s note).

Workshop:
Absences will not be excused EXCEPT with proper documentation, i.e. doctor’s note, hospital’s note, or UTEP excused absence document. For those who have excused absences, please watch the recorded session you missed. Document the polling questions/answers, complete the weekly worksheet by hand for that session, and send these to your workshop TA via email. All make up materials must be submitted before the next workshop meeting to receive credit. Those with unexcused absences will receive 0 points for the missed session.

Attendance Policy:
You are expected to work toward completion of the course assignments daily. Attendance in an online course is measured by the completed tasks. Failing to complete tasks is equivalent to being absent. Failure to complete assignments for several weeks may result in you being dropped from the course. You are expected to check Blackboard and your UTEP miners email regularly for announcements as well as the WebAssign Announcement section.

Academic Integrity Policy:
The University policy is that all suspected cases or acts of alleged scholastic dishonesty must be referred to the Dean of Students for investigation and appropriate disposition. Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

Each student is responsible for notice of and compliance with the provisions of the Regents’ Rules and Regulations, which are available for inspection electronically at https://www.utsystem.edu/offices/board-regents/regents-rules-and-regulations.

All students are expected and required to obey the law, to comply with the Regents’ Rules and Regulations, with System and University rules, with directives issued by an administrative official during his or her authorized duties, and to observe standards of conduct appropriate for the University. A student who enrolls at the University is charged with the obligation to conduct himself/herself in a manner compatible with the University's function as an educational institution. Any student who engages in conduct that is prohibited by Regents’ Rules and Regulations, U. T. System or University rules, specific instructions issued by an administrative official or by federal, state, or local laws is subject to discipline, whether such conduct takes place on or off campus or whether civil or criminal penalties are also imposed for such conduct.
COURSE STATEMENTS

Civility Statement:
All correspondence with your instructor, TA, and other students should be conducted in an appropriate and professional manner. Please be considerate of your tone and word choice when conducting correspondence.

Disability Statement
If you need accommodations for your success, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu, or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website https://www.utep.edu/student-affairs/cass/

The student is responsible for informing me of the accommodations needed and will be need to be proactive in regards to having accommodations met.

Military Statement:
If you are a military student with the potential of being called to military service and/or training during the semester, you are encouraged to contact me as soon as possible.