

THE UNIVERSITY OF TEXAS AT EL PASO

COLLEGE OF SCIENCE

DEPARTMENT OF MATHEMATICAL SCIENCES

COURSE BASICS

Course Number: MATH 1508: CRN 33694
Course Title: Pre-Calculus
Credit Hours: 5
Term: Summer 2022

Class Meeting & Location: 8:00 AM- 10:30 AM
LART 305

Prerequisite Courses: M0311 or TSI score between 350 – 390
or placement by previous Accuplacer scores

Corequisite Workshop: Math 0108 CRN 36419

INSTRUCTOR INFORMATION

Instructor: Guillermo Heredia Jr
Office Location: Bell Hall 322 and online via Blackboard

Contact

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

Emails will be answered between 2:00 PM – 5:00 PM, Monday through Thursday. Emails received outside of these windows will be addressed during the next time period or at my discretion, whichever is sooner.

Office Hours:

Office hours are a time where you can get individualized help from me. I am available to answer questions about course content and address any concerns you have about the class. During scheduled times, you may drop in without an appointment. If you do need help, and cannot attend during the scheduled time, please email me to schedule an appointment.

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.

ISBN-13: 978-1-337-27107-3

ISBN-10: 1-337-27107-1

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 (available for free through UTEP),
- [Adobe](#),
- [Windows Media Player](#) or [QuickTime Player](#), and
- [Java](#).

Blackboard

Inside of the Blackboard course you will be able to see announcements and course materials. You will also find links to Youtube lectures and a link to my virtual office.

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. Use the instructions below to access and register for WebAssign using your official *UTEP email account*. You will have a 6-day free trial so that you may access your coursework immediately.

Instructions to access and register for WebAssign:

To enter you course on WebAssign on June 20, go to www.webassign.net and follow these steps:

- 1) Click on "Enter Class Key"
- 2) Enter the class key given on Blackboard, be sure to include all three sections given:

utep 9905 2437

- 3) Verify the section number (MATH 1508 33694) and instructor name (Willie Heredia), 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 e-mail* and the password 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.

At the successful completion of this course:

- I. A student will be able to work with the concepts of functions (functions in general, exponential and logarithmic functions, polynomial and rational functions, trigonometric functions, etc.).
- II. A student will be able to solve a system of linear, non-linear equations, and a system of inequalities.
- III. A student will be able to make basic operations with matrices.
- IV. A student will be able to apply mathematical induction method.
- V. A student will be able 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.

Test Out:

If a student receives a grade of "D," or "F", they may take a comprehensive Test Out exam on August 3, 2021. A grade of 70% or better on the comprehensive Test Out exam will replace a failing course grade with a grade of "C" as appropriate. (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. In Blackboard, I will provide complete notes for each section along with my personal lecture videos. These are added in addition to the publisher created videos and PowerPoint lectures.

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. These are not available on every question and are controlled by the publisher only.

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.

To review for each exam, an exam review will be available a few days 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 12:00 AM MDT on Thursday, June 30th and closes Thursday, June 30th at 11:59 PM MDT.
- Exam 2: Opens 12:00 AM MDT on Thursday, July 14th and closes Thursday, July 14th at 11:59 PM MDT.
- Exam 3: Opens 12:00 AM MDT on Thursday, July 28th and closes Thursday, July 28th 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. The exam itself is timed at 120 minutes (two hours) and will have an accessible scientific calculator. You will have two attempts at each problem.

- Exam 1 Retake: Opens 12:00 AM MDT on Friday, July 1st and closes Friday, July 1st at 11:59 PM MDT.
- Exam 2 Retake: Opens 12:00 AM MDT on Friday, July 15th and closes Friday, July 15th at 11:59 PM MDT
- Exam 3 Retake: Opens 12:00 AM MDT on Friday, July 29th and closes Friday, July 29th at 11:59 PM MDT

The password for all retake 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.

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.

- June 20th First Day of Class
- July 29th Last of classes
- August 3rd Testout Exam

Grading Policy

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

15% Homework

10% Quizzes

25% Exam I

25% Exam II

25% Exam III

Letter grades are determined according to the following scale:

Grade Score

A	90-100
B	80-89
C	70-79
D	60-69
F	<60

Drop Policy

The Drop Date for this semester is Friday, July 8th, 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 sending an email from your miners email account to records@utep.edu by July 8 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**. Also note that if you are a member of the UTEP PREP program, you must contact me prior to any drops.

Incomplete Grade Policy

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

COURSE COMMUNICATION:

How we will stay in contact with each other

- **Email:** My Webassign, ASK YOUR TEACHER link is the best way to contact me. I check for messages daily and can tend to your issues immediately as it helps me to prioritize my student messages from general UTEP e-mail. Though I do take full weekends off, I will make every attempt to respond to your e-mail within 24-48 hours of receipt. If your issue is Blackboard where you are

unable to get to course messages or Webassign, please use my UTEP email address. When e-mailing me, be sure to email from your UTEP student account and please put the course number in the subject line. In the body of your e-mail, clearly state your question. At the end of your e-mail, be sure to put your first and last name, and your university identification number (student ID).

- **Announcements:** Check the Blackboard and WebAssign announcements frequently for any updates, deadlines, or other important messages.

ADDITIONAL COURSE POLICIES AND STATEMENTS

Make-up Policy

Homework

An automatic homework extension can be requested within 2 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 24 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).

Alternative Means of Submitting Work in Case of Technical Issues

I strongly suggest that you submit your work with plenty of time to spare if you have a technical issue with the course website, network, and/or your computer. I also suggest you save all your work (answers to homework, quizzes, and exams) in a separate Word document or hand-written notebook as a back-up. This way, you will have evidence that you completed the work and will not lose credit. If you are experiencing difficulties submitting your work through the course website, please contact the UTEP Help Desk.

You can email me your back-up document as a last resort. You must also have proof of the technical issue with either a screen shot of the WebAssign issue or email from your internet provider of an outage in your area.

Attendance Policy:

You are expected to work toward completion of the course assignments daily. Attendance in this 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.

As a UTEP Prep participant, attendance is crucial to your success. Attendance is taken daily. Individual course policies must be adhered to, and you are expected to complete an average of thirty hours of class/homework per week. You are expected to attend all online class sessions and login to Blackboard a minimum of 4 hours per day. Two consecutive days of not logging into Blackboard is considered an absence. After two absences you will be reported to the UTEP Prep Coordinator. Poor attendance, lack of effort or failure to actively participate in classroom and program activities will affect your grades and your continued participation in UTEP Prep.

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 Netiquette Policy:

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.

Accommodation Policy:

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the UTEP Center for Accommodations and Support Services (CASS). Contact the Center for Accommodations and Support Services at 915-747- 5148, or email them at cass@utep.edu , or apply for accommodations online via the CASS portal.

COVID-19 Accommodations

Students are not permitted on campus when they have a positive COVID-19 test, exposure or symptoms. If you are not permitted on campus, you should contact me as soon as possible so we can arrange necessary and appropriate accommodations. (classes with on-campus meetings) Students who are considered high risk according to CDC guidelines and/or those who live with individuals who are considered high risk may contact Center for Accommodations and Support Services (CASS) to discuss temporary accommodations for on-campus courses and activities. Apply at cassportal.utep.edu and fill out a three-question application. You will be scheduled to meet with disability coordinator to discuss your unique situation.

COVID-19 Precautions

You must STAY AT HOME and REPORT if you (1) have been diagnosed with COVID-19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at screening.utep.edu. If you know of anyone who should report any of these three criteria, you should encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to COVIDaction@utep.edu.

For each day that you attend campus—for any reason—you must complete the questions on the UTEP screening website (screening.utep.edu) prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone come to class when feeling ill or exhibiting any of the known COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, and alternative instruction will be provided. Students are advised to minimize the number of encounters with others to avoid infection.

Please contact me immediately if you fall ill during the semester so that we can work together to formulate a strategy to help you get caught up as soon as you are physically able.

Military Statement:

If you are a military student with the potential of being called to military service or training during the semester, you are encouraged to contact me as soon as you receive your orders.

Copyright Statement:

Course Materials

All materials used in this course are protected by copyright law. The course materials are only for the use of students currently enrolled in this course and only for the purpose of this course. They may not be further disseminated.

Class Recordings

The use of recordings will enable you to have access to class lectures, group discussions, and so on in the event you miss a synchronous or in-person class meeting due to illness or other extenuating circumstance. Our use of such technology is governed by the Federal Educational Rights and Privacy Act (FERPA) and UTEP's acceptable-use policy. A recording of class sessions will be kept and stored by UTEP, in accordance with FERPA and UTEP policies. Your instructor will not share the recordings of your class activities outside of course participants, which include your fellow students, teaching assistants, or graduate assistants, and any guest faculty or community-based learning partners with whom we may engage during a class session. You may not share recordings outside of this course. Doing so may result in disciplinary action.

COURSE RESOURCES:

Where you can go for assistance UTEP provides a variety of student services and support:

Academic and Technology Resources

- [Help Desk](#): Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus, Academic Resources.
- [UTEP Library](#): Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.
- [Math Tutoring Center \(MaRCS\)](#): Ask a tutor for help and explore other available math resources.

Individual Resources

- [Military Student Success Center](#): Assists personnel in any branch of service to reach their educational goals.
- [Center for Accommodations and Support Services](#): Assists students with ADA-related accommodations for coursework, housing, and internships.
- [Counseling and Psychological Services](#): Provides a variety of counseling services including individual, couples, and group sessions as well as career and disability assessments.



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