THE UNIVERSITY OF TEXAS AT EL PASO
COLLEGE OF SCIENCE

DEPARTMENT OF MATHEMATICAL SCIENCES

COURSE BASICS

Course Number:	MATH 1508: 10633
Course Title:	Pre-Calculus
Credit Hours:	5
Term:	Fall 2026
Meetings & Location:	None – course is entirely online via WebAssign and Blackboard, Asynchronous
Prerequisite Courses:	Proper placement

INSTRUCTOR INFORMATION

Instructor: Dr. Maria Pia Beccar Varela
Office Location: online
Email: mpvarela@utep.edu

Office Hours: My office hours will be held virtually: WF 3:30pm-5:00pm, follow the link below, that is also posted in Blackboard:

https://utep-edu.zoom.us/j/8468692182?pwd=aGRTZmxLdTdHQ1FoRXAyc0tSYTlFZz09

Student Office Hours:

Student office hours are when you can get individualized help from me. I can answer course content questions and address your class concerns. During scheduled times, you may drop in without an appointment. You are only required to attend the sessions if you have questions. If you need help and cannot participate during the scheduled time, please email me to schedule an appointment.

Office hours are only held during regular university scheduling. Please allow one business day for the return of emails. At the instructor's discretion, evening and weekend emails will be attended to during regular business hours.

Hours may be adjusted appropriately during off-scheduling periods (such as Finals week) or condensed scheduling periods (late start, closed university).

Supplementary Contact

Math Department: mathdept@utep.edu
Course coordinator: Dr. Julio Urenda - jcurenda@utep.edu

REQUIRED TECHNOLOGY AND MATERIALS

Textbook

Pre-Calculus by Larson, 12th Edition (available as e-book and hardcover) with the WebAssign access card.

ISBN-13: 9798214407074 *(This is the ISBN for the WebAssign code for Larson/Precalculus 12e.)*

Required
You must have the WebAssign access code. This gives you full access to both the assignments and the e-book.

Optional
A print copy of the textbook is available but optional for the class. The e-book is adequate and comes with the required access code.

Calculator

A graphing calculator is recommended, but not necessary.

Online Components

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

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

You will need regular access to a computer or laptop with a camera and microphone. There may be a need for more than just a cell phone to complete coursework. You will need to download and update the following software:

- Microsoft Office (available for free through UTEP),
- Respondus LockDown Browser and Monitor
- Adobe,
- Windows Media Player or QuickTime Player, and
- Java.

WebAssign

WebAssign is an online course management system used by Cengage, the publisher of our textbook. A reliable internet connection is required to take this course. Use the instructions below to access and register for WebAssign using your official *UTEP email account*. You will have a 14-day free trial to access your coursework immediately. Your instructor will provide you with an access code or link.

You must purchase an access code as soon as possible, before the grace period ends. If you bought a new book from the UTEP bookstore, the code should have been included with it. When entering the code, please enter all the words and characters in the boxes exactly as they appear.

Instructions to access and register for WebAssign:
On the first day of classes, 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 shown:

utep XXXXXXXXX

3) Verify the section number and instructor name, then enter your information. Please use your official UTEP Miner's email and remember the password you created.
4) The next time you log in, click "Log In" and enter your *UTEP Miner's e-mail* and the password you created.

COURSE OVERVIEW

Course Objectives and Learning Outcomes

Students are expected to clearly understand the ideas of Precalculus, which will serve as a solid foundation for subsequent courses in mathematics and other disciplines, and directly apply them to real-life situations.
The course covers fundamental mathematics and develops it using practical and theoretical tools, builds applications, and provides strong support for univariate calculus.

Upon successful completion of this course, you will:

I. internalize the concept of function in general while recognizing and manipulating the following classes of univariate functions and their inverses, where applicable:
   a. exponential
   b. polynomial
   c. rational
   d. trigonometric
II. Identify and solve systems of linear and nonlinear equations and inequalities.
III. Perform elementary matrix operations and relate them to solving linear problems.
IV. Familiarize yourself with trigonometry and apply it to solve problems in science and engineering.

Activities and Assignments:

You will find assignments on www.webassign.net. Please use Mozilla Firefox, Google Chrome, or Safari since WebAssign works best with these browsers.

Three exams, with retake options, will be given.

Resources:

You will have access to PowerPoint and video resources through the Resources section of WebAssign. You can click "Resources" at the bottom of your WebAssign homepage to access publisher PowerPoint lectures and Cengage lecture videos for each section we cover. Also, MARCS has developed resource videos; you can find them here.

Tutoring

The MaRCS tutoring center offers free tutoring for math classes; more information is available on their website at https://www.utep.edu/science/math/marcs/.

Several valuable features in WebAssign are designed to provide extra help. These include "Watch it" and "Master it" links, which were created by the publisher and enabled for every homework question for which they are available.

Your instructor is also available during office hours to assist with any questions you may have.

Class Activity Description

Homework Assignments

Practice is essential to learning mathematics, and completing your homework is key to your learning. All online homework problems have a limited number of attempts. It is recommended to seek help after the third incorrect submission, rather than waiting until you have exhausted your tries.

The Ask Your Teacher feature in WebAssign is the best way to ask questions about your homework because it shows me the entire problem. You are encouraged to use this as your first point of contact for homework questions.

Quizzes

After a few homework assignments, you will have a quiz covering that material. These questionnaires may contain problems you have not encountered previously, but they will be based on the same concepts.

Exams

An exam review will be available a few days before the exam date. The exam review counts as homework, so complete it promptly. Exams will be available only on the date specified below.

Exam 1	**Thursday, September 24**
Exam 2	**Thursday, October 29**
Exam 3	**Thursday, December 3**

You may retake each midterm exam to improve your grade. *The exact dates are available on the course calendar.* **The same rules apply to retake examinations.**

Timed Online Assignments

For all timed assignments, the clock starts when you open the task, so you cannot return to it later. It will not stop for any reason, not even if you log out. The due date will be adjusted to reflect the time limit for timed tasks once you begin the task. Also, if you choose to start an assignment less than the time window before the due date, the assessment will conclude at the due date, and your answers will be auto-submitted.

Password-Protected Assignments

Your instructor will provide the password for all such assignments.

Supervised Assignments

Some assignments may be administered under supervision (in class or remotely) using university-approved methods. Assignment requirements and procedures will be communicated in the LMS and in our class as part of the assignment instructions.

Workshop

**********BEGIN ONLINE WORKSHOP INFORMATION**********

The workshop consists of three WebAssign assignments, Workshop Assignments 1, 2, and 3, which are uniformly distributed throughout the course.

**********END ONLINE WORKSHOP INFORMATION**********

Course Schedule:

Your instructor will provide a tentative course calendar. For a complete academic calendar, please see the following link.

Grading Policy

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

Assessment	Percentage
Homework	10%
Quizzes	10%
Workshop	5%
Exams (three in total)	25% each

Letter grades are determined according to the following range:

Letter Grade	Range
A	Greater than or equal to 90
B	Greater than or equal to 80 but less than 90
C	Greater than or equal to 70 but less than 80
D	Greater than or equal to 60 but less than 70
F	Less than 60

Course Adjustments

The instructional team may make reasonable adjustments to course policies, schedules, assessments, or procedures when necessary to maintain fairness and academic integrity or to address logistical/technical constraints. Updates through the official LMS and/or official course communications supersede prior versions.

Drop Policy

The Drop Date for this semester is October 30 by 5 pm Mountain Time. No drops will be approved after this date or time.

Students who decide to drop the course must process a drop form by emailing their miners' email accounts to records@utep.edu. Please note that the College of Science will remain aligned with the university and **will not approve any drop requests after that date**.

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 to complete the work within the deadlines.

COURSE COMMUNICATION:

How will we stay in contact with each other?

Because this is an online class, we won't see each other in the ways you may be accustomed to: during class time, small group meetings, and office hours. However, there are several ways we can keep the communication channels open:

- **Office Hours:** We will not be able to meet on campus, but I will still have office hours for your questions and comments about the course. My office hours will be held virtually WF: 3:30pm-5:00pm, please use the link provided above. You can also locate me with my UTEP email address.
- **Email:** UTEP e-mail is the best way to contact me. I will make every attempt to respond to your e-mail within 24-48 hours of receipt. Email me from your UTEP student account and 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, put your first and last name and university identification number.
- **Announcements:** Check the Blackboard and WebAssign announcements frequently for updates, deadlines, or other important messages.

ADDITIONAL COURSE POLICIES AND STATEMENTS

Make-up Policy

Homework

An automatic homework extension may be requested within seven 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 before the extension request. Note that this means that the **time owed** will also change. No penalty will be applied to problems submitted after the original due date.

You must not view the answer key to a homework assignment before requesting the automatic extension.

Quiz

Quizzes admit no extension; they are available only on their due date. If you have a conflict, please get in touch with your instructor.

If you believe you have an extenuating circumstance or an excused absence that will prevent you from completing the assignment or quiz promptly, please contact me immediately and be prepared to provide supporting documentation.

University-Sponsored Events:

These include conferences, student competitions, and other events. The student must inform me of any travel conflicts before leaving and make adequate arrangements to catch up on any missed material within one week of returning. Please do so to avoid the forfeiture of points.

Exams

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

Workshop

There is no makeup for the workshop.

Proof of Work and Alternative Means of Submitting Work in Case of Technical Issues

I strongly suggest submitting your work with plenty of time to spare if you encounter a technical issue with the course website, network, or computer. You must save all your work (answers to discussion points, homework, quizzes, exams, and essays) in a separate document. This way, you will have evidence that you completed the work. Poorly supported solutions may receive little to no credit; unexplainable solutions may lose all credit. If you are experiencing difficulties submitting your work through the course website, please get in touch with the UTEP Help Desk.

As a last resort, you can email your backup document to your instructor. You must also provide proof of the technical issue, such as a screenshot of the problem or an email from your internet provider confirming an outage in your area.

External Tools Usage

Use of external tools and resources is strictly prohibited during examinations and quizzes; this includes, but is not limited to, LLM systems, AI tools, and other people.

Attendance Policy

You are expected to work diligently to complete the course assignments daily and to attend all scheduled class meetings. Your completed tasks count toward your attendance in this course. Failing to complete designated tasks is equivalent to being absent from class. Please complete assignments consistently to avoid being dropped from the course. Please see the UTEP catalog for more details. You must regularly check Blackboard, your UTEP Miner's email, and WebAssign for announcements.

Academic Integrity Policy

The University policy is that all suspected cases or acts of alleged academic dishonesty must be referred to the Dean of Students for investigation and appropriate disposition. Any student who commits an act of academic dishonesty is subject to discipline. Academic 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 an unfair advantage to a student, or the attempt to commit such acts.

Each student is responsible for being familiar with the Regents' Rules and Regulations and complying with them, which are available for electronic inspection at https://www.utsystem.edu/offices/board-regents/regents-rules-and-regulations.

All students are expected and required to obey the law, comply with the Regents' Rules and Regulations, System and University rules, and directives issued by administrative officials in the course of their official duties. They are also expected to adhere to the University's appropriate standards of conduct. Students

who enroll at the university must conduct themselves in a manner compatible with its function as an educational institution.
Any student who engages in conduct contrary to Regents' Rules, Regulations, U. T. System or University rules, specific instructions issued by an administrative official, or 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 behavior.

Course Etiquette Policy

All correspondence with your instructor, TA, and other students should be conducted appropriately and professionally. Please be considerate of your tone and word choice when working on a post.

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 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 (ADA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship for the University. Students requesting accommodations due to 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, email them at cass@utep.edu, or apply for accommodations online through the CASS portal.

Military Statement

If you are a military student who may be called to service or training during the semester, contact me as soon as you receive your orders.

Culture of Care Statement

UTEP promotes a culture of care and excellence. In this course, I strive to model kindness and do my best to support you in your learning while maintaining high expectations and achieving positive learning outcomes.

Copyright Statement

Course Materials

All materials used in this course are protected by copyright law. The course materials are intended for students currently enrolled in this course and are exclusive to this course. They may not be further disseminated.

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 Help Desk for assistance. Contact the Help Desk via phone, email, chat, or website, or in person at the Academic Resources office if on campus.
- **UTEP Library:** Access a wide range of resources, including online, full-text access to thousands of journals and eBooks, 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:** This organization assists students with ADA-related accommodations for coursework, housing, and internships.
- **Counseling and Psychological Services**: Provides various counseling services, including individual, couples, and group sessions, as well as career and disability assessments.