

Math 120R-020 Preparation for Calculus
Course Policy
Fall 2014

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Office Hours: M 10:00-11:00, W 12:00-1:00, Th 11:00-12:00, or by appointment (email me)

Required Text: *Precalculus for the University of Arizona, 6th edition*, by James Stewart, Lothar Redlin, and Saleem Watson

Course webpages: <http://math.arizona.edu/~precalc> and <http://d2l.arizona.edu/>

Course Objectives

- To prepare students to be successful in the Calculus sequence at UA (Math 122A/B, 129 and 223)
- To help students develop and refine basic algebra skills by way of an integrated review of these skills as they are needed in the course.
- To promote problem-solving and critical thinking skills through the application of algebraic concepts to common situations.
- To enhance learning and understanding of algebraic concepts through the integrated use of graphing calculators.
- To promote and utilize the “Rule of Four”: All concepts are explored algebraically, numerically, graphically and in context with applications.
- To incorporate writing into the curriculum. Through writing about mathematics you will increase your understanding of the mathematical concepts.
- To help strengthen students’ general academic skills.

Attendance

Daily attendance is expected from every student. Students who miss the first two class meetings will be administratively dropped unless they have made other arrangements. In addition, students with more than 3 unexcused absences may be administratively dropped from the course. (See Administrative Drop Policy at <http://catalog.arizona.edu/2014-15/policies/classatten.htm>) If you need to miss class for unavoidable circumstances, see your instructor as soon as possible. All holidays or special events observed by organized religions will be honored for those students who show *affiliation* with that particular religion. Absences pre-approved by the UA Dean of Students will be honored.

Academic Integrity

Students are responsible to inform themselves of University policies regarding the Code of Academic Integrity. Students found to be in violation of the Code are subject to penalties ranging from a loss of credit for work involved to a grade of E in the course, and risk possible suspension or probation. The Code of Academic Integrity will be enforced in all areas of the course, including, but not limited to, tests and quizzes. For more information about the Code of Academic Integrity policies and procedures, including information about your rights and responsibilities as a student, see

<http://deanofstudents.arizona.edu/policies-and-codes/code-academic-integrity>

Classroom Conduct

Students at The University of Arizona are expected to conform to the standards of conduct established in the Student Code of Conduct. Prohibited conduct includes:

1. All forms of student academic dishonesty, including cheating, fabrication, facilitating academic dishonesty, and plagiarism.
2. Interfering with University or University-sponsored activities, including but not limited to classroom related activities, studying, teaching, research, intellectual or creative endeavor, administration, service or the provision of communication, computing or emergency services.
3. Endangering, threatening, or causing physical harm to any member of the University community or to oneself or causing reasonable apprehension of such harm.
4. Engaging in harassment or unlawful discriminatory activities on the basis of age, ethnicity, gender, handicapping condition, national origin, race, religion, sexual orientation, or veteran status, or violating University rules governing harassment or discrimination.

Students found to be in violation of the Code are subject to disciplinary action. For more information about the Student Code of Conduct, including a complete list of prohibited conduct, see the following website:

[http://azregents.asu.edu/rrc/Policy Manual/5-308-Student Code of Conduct.pdf](http://azregents.asu.edu/rrc/Policy%20Manual/5-308-Student%20Code%20of%20Conduct.pdf)

Students should turn off all electronic devices during class unless the device is deemed necessary for the class by the instructor. This includes, but is not limited to cell phones, mp3 players, pda's and computers.

Students should be ready to start when class begins and stay until the end of class. Please let me know if you have a legitimate reason for being unable to arrive on time or stay until the end of class. If there is an emergency for which you need to use your cell phone or leave class early, please exit the room without disturbing the rest of the class and deal with the situation outside of the classroom.

Students should dress appropriately for class.

Calculators

A graphing calculator (TI-83, 84, or 86) is required for this course. Calculators that perform symbolic manipulations (such as the TI-89 or TI-92) cannot be used. For in-class exams, quizzes, and the final exam, the only program allowed in your calculator is the QUADRATIC FORMULA program found on the Math department website under Academics and on the course webpage.

Homework

There are two components to homework: webassign homework and written homework.

1. Webassign Homework (65 course points)

Webassign homework will be assigned for each section of the text. Webassign homework is due by 11:59 PM on the due date. It is the student's responsibility to check webassign for the due dates of upcoming assignments. The lowest 3 or 4 webassign assignments will

be dropped, and the remaining assignments will be averaged and scaled to 65 points in the course.

I suggest students write out the solutions for webassign as they would for written homework to get in the habit of truly solving problems. Trying to guess the correct answer without working through the problem is a poor way to learn the material.

Contact me via email as soon as possible if you are having technical difficulties with webassign.

2. Written Homework (65 course points)

Written Homework will usually be given on a weekly basis. Selected problems will be graded. Written homework is due at the beginning of class on the due date. The assignments and their due dates will be mentioned in class and posted on D2L. The lowest 1 or 2 written assignments will be dropped, and the remaining assignments will be averaged and scaled to 65 points in the course.

Students are expected to complete the following procedures to receive full points on their written work assignments.

- Show their work.
- Student's work should be neat and well-organized
- Proper mathematical notation should be used.
- Clearly indicate the final answer.

You may receive a zero on any assignment for which you do not follow these rules:

- Turn in homework within the first five minutes of class on the due date.
- Write your name and assignment number on the top of your homework.
- Staple all pages of the assignment together in the correct order.
- Do not cross out. Do not write in pen.

Instructions for WebAssign

To create an account for our class go to <http://webassign.net>, click on the Log-In button, then click on the I Have a Class Key button.

The key for **section 020** is **arizona 5711 5205**.

You must do the above even if you have used WebAssign in the past or are using it for another course this semester. There is a 14-day grace period (from the first day of classes) before you must purchase your access code for our class. Each time you log-in, you will see a reminder.

Late Homework

Late homework is not accepted unless a student has an excused absence. Excused absences include those pre-approved by the UA Dean of Students, religious observances (see attendance policy), sicknesses that prevent you from coming to class, and circumstances deemed extenuating by the instructor. Notify me via email—two weeks in advance, if possible—of any excused absences that occur on the day homework is due. We will then arrange for you to turn in the homework early or shortly after the scheduled due date. If you do not know about the absence in advance, contact me as soon as possible, and we will work out a solution.

In-Class Exams

All electronic devices, particularly cell phones, must be turned off during exams. Silent and vibrating modes are not allowed. There will be four in-class exams. All exams are closed-book and closed-notes. The exact dates of the in-class exams will be announced by your instructor. Any questions regarding the grading of exams need to be cleared up within one week after the exam has been returned. Please note that exam scores will **not** be curved and there is **no** extra credit.

Missed Exams

Students are expected to be present for all exams. If a verifiable emergency arises which prevents you from taking an in-class exam at the regularly scheduled time, you must notify your instructor as soon as possible, and in any case, prior to the next regularly scheduled class. Make-up exams will be administered only at the discretion of the instructor. If a student is allowed to make up a missed exam, (s)he must take it at a mutually arranged time. No further opportunities will be extended. Failure to contact your instructor as stated above or inability to produce sufficient evidence of a real emergency will result in a grade of zero on the exam.

Final Exam

The final exam is a common, comprehensive final given to all sections of 120R. The final exam is on Monday, December 15, 2014 from 1:00 to 3:00 p.m. You will also find this time and date under the Final Exam Schedules on the UA website. The location of the final will be announced by your instructor later in the semester. Please do not arrange to leave town prior to this date as this exam will only be given on the date scheduled by the University.

Students with Disabilities

If you anticipate issues related to the format or requirements of this course, please meet with your instructor to discuss ways to ensure your full participation in the course. If you determine that formal, disability-related accommodations are necessary, it is very important that you be registered with Disability Resources (621-3268; <http://drc.arizona.edu>) and that you notify your instructor of your eligibility for reasonable accommodations by Monday, September 29th. You and your instructor can then plan how to best coordinate your accommodations.

Grades

4 In-class exams total	400 points
Common Homework Assignment	20 points
Homework/Webassign	130 points
<u>Final exam</u>	<u>200 points</u>
<i>Total possible points</i>	750 points

You are Guaranteed a Grade of:

- A if you earn at least 675 points (90%)
- B if you earn at least 600 points (80%)
- C if you earn at least 525 points (70%)
- D if you earn at least 450 points (60%)

The Department of Mathematics Undergraduate Committee recently adopted a new policy that a grade of C or better in Math 120R is a necessary prerequisite for Math 122A. Students who receive a D in Math 120R will receive credit for the course towards graduation requirements, and will be able to use the course for their general education math requirement, but will not be automatically qualified to register for Math 122A. Students may always exercise the option of taking the math placement test to achieve placement into Math 122A.

A grade of Incomplete will be given only at the instructor's discretion, according to University Policy as described at <http://www.registrar.arizona.edu/gradepolicy/incomplete.htm>

Withdrawal

A student may withdraw from the course with a deletion from record through September 27, 2014, using UAccess. A student may withdraw with a grade of "W" or change to Audit through November 9, 2014, using a change of schedule form with your instructor's signature.