

**VALENCIA COLLEGE
PRECALCULUS MAC 1140
COURSE SYLLABUS AND GRADING POLICY**

INSTRUCTOR: Zainulabdeen. A. Wakeel

OFFICE: Room 8-202 (407-582-2343) Math Dept. 407-582-2366

STUDENT ENGAGEMENT HOURS:

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Mondays : 9:45 – 11:15 am (8 - 202)

Tuesdays : 11:30 – 1:00 pm (8-202)

Wednesdays: 9:45 – 11:15 am (8 - 202)

Thursdays : 11:30 – 1:00 pm (8-202)

Fridays : 8:00 – 12:00 pm

(Online at azinulabdeen@valenciacollege.edu/(407)437-0843)

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REQUIRED MATERIALS

Text: Precalculus, 2nd edition by John W Coburn (included with ALEKS 360)

Published by McGraw-Hill

ALEKS 360 Access Code (may purchase at Valencia Bookstore or at: www.alkes.com

Course code: (will be given on first day of classes)

A graphing calculator TI 83/84 type.

OTHER RESOURCES: Math 24/7, Math Support Center.

PREREQUISITE: Minimum grade of C MAC 1105 or satisfactory score on an approved assessment.

COURSE DESCRIPTION: Preparation for the calculus sequence. Topics include: a symbolical, graphical and numerical analysis of polynomial, exponential, logarithmic, power and rational functions; systems of equations and inequalities; conic sections; and sequences.

Valencia Student Core competencies:

- 1) Think: Think clearly, critically, and creatively. Analyze, synthesize, integrate, and evaluate in many domains of human inquiry.
- 2) Value: Make reasonable value judgments and reasonable commitments.
- 3) Communicate: Communicate with different audiences using varied means.
- 4) Act: Act purposefully, reflectively, and responsibly

HOMEWORK: A list of daily assignments is attached to the syllabus. Students should plan to spend a minimum for 1 to 2 hours per day studying and completing daily assignments/homework. The homework (& quiz) problems are assigned on ALEKS and has its due dates. Daily Assignments are assigned and collected on daily basis. It is your responsibility to find out and submit Daily Assignments on time, **there will be no late acceptance for daily assignments.** Students are encouraged to work as a group in doing their homework/daily assignments; however, each student should write-up their work

individually. **Answers that are not supported by required steps may not be honored.** Questions are welcomed in the class period pertaining to those assigned problems

GRADING POLICY: Grades will be based on 550 points:

Three in-class tests (100 points each)	300 points
ALEKS 360 assignments	100 points
Daily Assignments and any other assignments	50 points
A comprehensive Final Exam	100 points.

The lowest grade out of the five grades (not daily assignments) may be replaced by the Final Exam. **No makeup exam** will be given, however in **extreme emergency** cases, with **verifiable documents**, a makeup exam can be arranged (for the same topics but not necessarily with the same standard of a regular test). This will be accommodated only once during the semester per student and before the next class meeting after the missed test. If you know in advance that you have a **valid reason** for not taking a scheduled test, please contact me prior to the test time. Standard grading scale will be used in arriving at your final grade for the course.

Any college student should be able to compute their own grade, do not rely on me to compute your average grade throughout the semester. Your average can be found by taking your total points and dividing by the total possible points at any given time.

FINAL EXAM: A comprehensive Final Exam will be given during the Final Exam week. **If you are absent on the days of Final Exam, you will be assigned a zero for your final exam and your grade will be calculated based on the same 550 points.**

Academic Honesty: Either giving or receiving aid on a test, quiz, or final exam will result in a zero for that grade and additional disciplinary action will be taken .

ATTENDANCE: Regular attendance is expected. If you miss a class, be sure to contact another member of your class(or group). I recommend that you get the names and telephone numbers of at least three (3) students in the class. You are responsible for all materials discussed in class, whether you are present or not. This includes changes in assignments, exam dates, etc. If you must arrive late or leave early, it is courteous to speak privately with the instructor about your reasons for doing so. If lack of attendance (4 or more) is affecting your grade in the course, then you may be withdrawn from the course in accordance with the college policy. **Tardiness and leaving early my be recorded as absence.**

Tardiness: Being late to class or leaving early is a disruption to the class and is discourteous to the professor and the other students. All students are expected to stay for the entire class period. **If you are more than 10 minutes late for the class, please wait and see the instructor after the class instead of entering the class late.**

WITHDRAWAL POLICY: Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who withdraws from class before the established deadline for a particular term will receive a grade of “W”. A student is not permitted to withdraw after the withdrawal deadline. A faculty member MAY withdraw a student up to the beginning of the final exam period for violation of the class attendance policy. A student who is withdrawn by faculty for violation of the class attendance policy will receive a grade of “W”. Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of “F”. For a complete policy and procedure overview on Valencia Policy 4-07 please go to: <http://valenciacc.edu/generalcounsel/policydetail.cfm?RecordID=75>.

WITHDRAWAL DEADLINES: No fee withdrawal: 10/02/2014

Withdrawal to receive a “W”: 11/02/2014

NO SHOW PERIOD: The instructor may withdraw Students, who do not show up for classes during the first week.

Although an instructor has the ability, it is not the responsibility of the instructor to withdraw a student from his class. It is up to the student to take appropriate actions based on his/her situation.

Students with disabilities: Students with disabilities who qualify for academic accommodations must provide a notification from the Office for Students with Disabilities (OSD) and discuss specific needs with the instructor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. The East Campus Office is located in Building 5, Room 216.

CLASSROOM BEHAVIOR: Valencia College is dedicated to promoting honorable personal and social conduct. By enrolling at Valencia, a student assumes the responsibility for knowing and abiding by the rules articulated in the Student Code of Conduct (6Hx28:10-03). The instructor reserves the right to refer students who engage in activities that are disruptive to the learning environment to the Dean of Students for disciplinary action. The following list, though not exhaustive, includes things which are disruptive to the learning environment:

- **Use of any electronic devices**, including but not restricted to: Cell phones, iPods, and laptop computers (documentation from OSD will be taken into consideration).
- Preparing homework or doing other activities for other courses during class.
- Engaging private conversations with classmates while class is in session.
- Excessive tardiness
- leaving and re-entering the classroom while the class is in session.

In addition, Valencia College strives to provide a drug-free learning environment for all those involved in the academic experience. Our policy is as follows:

Policy: In compliance with the provisions of the Federal Drug-Free Schools and Communities Act of 1989, Valencia College will take such steps as are necessary in order to adopt and implement a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by Valencia Community College students or employees on college premises or as part of any college activity.

Other Resources: Valencia College is interested in making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. BayCare Behavioral Health Student Assistance Program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face-to-face counseling is also available.

Disclaimer: Changes in the syllabus, including evaluation procedures may be made at the discretion of the instructor.

E-mail Communication: Where appropriate, I will communicate with you through ATLAS email. Please check your ATLAS account regularly. If you need to contact me, please take a moment or two and login to ATLAS and send me an email through that portal. Due to SPAM filters, I might not receive emails from 'outside' email accounts.

Valencia I.D. Cards : Valencia ID cards are required for LRC, Testing Center, and IMC usage. No other form of ID at those locations will be accepted. Possession and utilization of a Valencia ID is mandatory in order to obtain these services.

Computer/Equipment Use Policy: Use of computers in the Business, IT, and Public service classrooms at Valencia Community College is restricted to those activities designated by the instructor to enhance the class materials. Any other use is strictly forbidden. Inappropriate use includes, but is not limited to: Use of computer to send E-mail or access Internet sites not specifically assigned in class. Use of computer for job, internship, homework or other activities not assigned in class. Modifying any hardware or software system configuration or setting. Activities not in accordance with the Valencia Student Code of Conduct. Use of computers in the departmental open lab is limited to those activities involved with preparing homework or coursework in this department and is subject to the same restriction as listed above. Computer use is remotely monitored; any student using computers inappropriately may be subject to dismissal from class or banishment from the lab. Subsequent offense may be sent to the campus administration for further disciplinary action.

PRECALCULUS MAC 1140
DAILY ASSIGNMENTS

The problems on this list and any other problems that are assigned in class are to be done on a day-to-day basis as we progress through the course. It is very important that you do these problems on a day-to-day basis in order to obtain a good grade in this course. I strongly encourage you to work as a group to do these problems, however, do not turn in exact copies. Daily Assignments are assigned and collected on daily basis. It is your responsibility to find out and submit Daily Assignments on time, **there will be no late acceptance for Daily assignments.**

Section	Page	Suggested problems	Daily Assignments
1.6	66	9, 19, 33, 35, 75	10, 20, 34, 36, 74
2.6	167	55, 57, 75, 75, 85	56, 58, 76, 78, 86
2.8	197	49-57 odd, 59, 61	50-58 even, 60, 62
3.2	238	21-29 odd, 33, 59, 71-77 odd	22-30 even, 34, 60, 72-78 even
3.3	252	19- 27 odd	20-28 even
3.5	284	49-61 odd	50-60 even
3.7	311	37-43 odd, 67, 73	38-44 even, 68, 74
		Test -1	Date:
8.1	728	37- 43 odd, 47, 49, 63-69 odd	38-44 even, 48, 50, 64- 70 even
8.2	740	15- 19 odd	16-20 even
8.4	764	29- 39 odd	30- 40 even
8.7	801	45-49 odd, 33 -43 odd	46-50 even, 34- 44 even
4.2	362	53- 67 odd	54-68 even
4.4	392	15,17, 21 -25 odd, 57, 59, 89- 95 odd	16, 18, 22-26 even, 58, 60, 94, 96
		Test -2	Date:
9.1	837	7, 9, 13, 15	8, 10, 14, 16
9.2	848	15, 21, 25, 27, 37-43 odd	16, 22, 27, 28, 38- 44 even
9.3	862	13, 19, 35-45 odd	14, 20, 36- 46 even
9.4	871	41-55 odd, 61	42-56 even, 62
9.5	880	13- 23 odd	14-24 even
10.1	946	33-37 odd, 61-71 odd, 79, 81	34- 38 even, 62-72 even, 80, 82
10.2	953	37-47 odd, 71, 73	38- 48 even, 72, 74
10.3	962	49-55 odd, 75, 79, 95- 99 odd	50- 56 even, 76, 80, 96-100 even
		Test -3	Date:
11.1	1031	51, 63, 69	52, 66, 68
11.2	1041	51, 63,67	52, 64, 68
11.3	1053	27-43odd	28 -44 even
		Final Exam	Date: