

VALENCIA COMMUNITY COLLEGE – EAST CAMPUS

MAC 1114 COLLEGE TRIGONOMETRY (ONLINE COURSE)

SYLLABUS

Term/Year:	Spring 2009
CRN:	22607
Professor:	Dr. Agatha Shaw
Phone:	(407) 582 2117
Office:	8-249
Student Engagement Hours (OFFICE):	Tuesday and Thursday: 11:45 AM – 2:15 PM
Student Engagement Hours (E-MAIL):	Monday and Wednesday: 10:30 AM - 12:15 PM Friday: 10:15 AM – 11:45 AM
Preferred Contact:	WebCT Course Mail
Personal Web Page	http://faculty.valenciacollege.edu/ashaw

COURSE DESCRIPTION

Prerequisite: A minimum grade of C in MAC 1102 or MAC 1104 or MAC 1105 or an appropriate score on an approved assessment. Topics include a symbolical, graphical and numerical analysis of trigonometric functions; solutions of plane triangles and vectors. Applications emphasizing connections with other disciplines and with the real world will be included. Technology tools will be utilized in addition to analytical methods. Gordon rule course. A Minimum grade of C is required if MAC 1114 is used to satisfy the Gordon Rule and general education requirements.

REQUIRED TEXTS AND INSTRUCTIONAL MATERIALS

Textbook Bundle: Trigonometry, 9/e, by Margaret L. Lial, John Hornsby and David I. Schneider, Addison Wesley, 2009 (with valid MyMathLab WebCT Student Access Card, Solutions Manual and Graphing Calculator Manual.) **ISBN-10: 0321639596**

All students must have access to MyMathLab/WebCT. Please purchase your textbook at **Valencia East Campus Bookstore**.

Calculator: TI-83/84 Plus; TI-84 Plus is recommended. Both of these will be allowed for your proctored exams.

This class is taught online using the required texts and instructional materials as mentioned above. You will be required to go through weekly self-paced web lectures, participate actively in the discussion forums through online study group meetings, and complete all module homework and quizzes online. In addition, you are required to take a proctored mid-term exam and a proctored comprehensive final exam at one of the testing centers of Valencia Community College or a **proctored site** (pre-arrangement is required.)

ONLINE DELIVERY SYSTEM (COURSE PLATFORM)

You will use both the WebCT course system and a web-based math practice and tutorial system called MyMathLab.

DISCUSSION FORUMS: ONLINE STUDY GROUP SESSIONS

The discussion forum is a platform designed for you to collaborate (think, share and learn) with your classmates in a constructive manner.

Three to five Questions will be posted each week at the discussion board that you must answer. The discussions will take many forms. All postings must be in sentence and paragraph format and also should be checked for spelling and grammar.

You're required to make at least three constructive postings per week, by adding new threads and responding to your peers. When participating in a discussion forum, please conform to the rules of netiquette. The purpose of this learning activity is to create a positive learning environment through peer group support. You are expected to make at least three (3) separate postings on three (3) different days before the end of the week (Saturday 11:59 PM.)

TIME COMMITMENT

Note that an online course may need more time commitment than an onsite course. The three hours a week that you would normally use to attend lectures should be spent on online classroom activities. These include attending your self-paced web lecture by going through the module handouts, PowerPoint lecture slides, and taking quizzes and exams.

Any college course also requires at least two hours of study-time for every lecture hour. Thus, you should allocate at least another six hours a week on "study-time activities" such as reading your textbook, solving suggested textbook homework problems, working on assigned homework and projects (if any), participating in your online study group sessions (make postings and respond to postings) and attempting module tests (personal mastery test.)

COMMUNICATION PLAN

All e-mails will be answered within 48 business hours. Weekend response time may vary.

Feedback on gradable assignments:

Homework	within three days after due date
Quizzes	within three days after due date
Mid-term Exam (proctored)	within three days after due date
Final Exam (proctored)	within three days after due date
Discussions (Part 1 and Part 2)*	within one week after due date
Projects (if any)	within one week after due date

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* Part 1 includes discussions for the first six modules; Part 2 includes discussions for the last six modules.

Please note that you are responsible for all posted announcements at WebCT. Please try to check frequently!

Should you have any questions, feel free to drop me an e-mail. If you ask a question (in e-mail) that may be of interest to your classmates, I may post the question - with your name omitted - and may answer it on the discussion forum, under "Questions for Instructor" or "Q & A" for the respective module.

GRADING POLICY

Homework: The homework can be attempted multiple times until you achieve a mastery level of 80% or better. The last score will count as your grade. Note that you won't be able to access the respective quiz until you have achieved a mastery level of 80% or better in your homework. Please plan to start working on your homework as early as possible.

Quizzes: The quizzes are timed for 60 minutes. Once started, you must complete the quiz in 60 minutes. Quizzes can be taken only twice. Note that you won't be able to access the next module until you have achieved a mastery level of 80% or better in your quiz. **Do not wait until the last minute** because computer problems will not be a valid excuse.

Proctored Mid-term Exam: The scheduled mid-term exam is timed for two hours and should be taken at one of the testing centers of Valencia Community College or a **proctored site** (pre-arrangement is required.) It will be closed-book with no notes allowed. Mid-term Exam can be taken only once. Problems not answered within the time limit will be counted as incorrect.

Proctored Final Exam: The scheduled final exam is timed for three hours and should be taken at one of the testing centers of Valencia Community College or a **proctored site** (pre-arrangement is required.) It will be closed-book with no notes allowed. Final Exam can be taken only once. Problems not answered within the time limit will be counted as incorrect.

Your performance will be determined by homework, quizzes, proctored mid-term exam, proctored final exam, projects (if any) and discussions according to the distribution of percents as follow:

Homework and Projects	30%
Quizzes	20%
Proctored Mid-term Exam	20%
Proctored Final Exam	20%
Discussions	10%
Total Percentage	100%

EVALUATION POLICY

Your final letter grade will be determined according to the scale as follow:

A	90% - 100%
B	80% - 89%
C	70% - 79%

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D	60 – 69%
F	0 – 59%

MAKE UP POLICY

No make-up quiz/exam will be given. If a scheduled quiz is missed because of a medical emergency or legal situation, your last quiz score will be used in place of the missed quiz score. Only ONE quiz can be missed with a valid excuse. Please note there is no make-up mid-term exam or final exam.

WITHDRAWAL POLICY

See **Important Dates** for the withdrawal deadline for a **W** grade. After this date, withdrawing from this course will result in a grade of either **WP** (withdraw passing) or **WF** (withdraw failing), depending on your average at the last day of attendance. Note that **W** and **WP** will not be counted in the grade point average, but **WF** will be calculated as an **F** in the grade point average. **Failure to take the scheduled final exam automatically results in an F grade.**

TECHNICAL PROBLEMS

Technical problems such as power outages and unavailability of internet connections can happen. Do not wait until the last minute to complete your assignments, quizzes and tests. Technical problems are not an acceptable excuse for work that has not been completed by the due date.

If your computer freezes, restarts, or loses its internet connection during a quiz, the quiz will be marked as "Incomplete". When you resume the quiz, your answers and remaining time will be loaded from your previous session.

For MyMathLab technical support:

The telephone number is 1-800-677-6337. Staff is available to troubleshoot your technical problem almost seven days a week. Alternatively, you may fill out the [Product Support form](#) to communicate your issue or request.

ACADEMIC HONESTY

All students are expected to be in complete compliance with Valencia Community College's policies on academic honesty. Any form of academic dishonesty will result in an **F** grade for this course.

VALENCIA I.D. CARDS

Valencia ID cards are required in order to use the LRC, Testing Center, and IMC. ID cards are free and can be obtained from the Student Development office.

VALENCIA STUDENT CORE COMPETENCIES

Think: think clearly, critically, and creatively, analyze, synthesize, integrate and evaluate in many domains of human inquiry

Value: make reasoned judgments and responsible commitments

Act: act purposefully, effectively, and responsibly

Communicate: communicate with different audiences using varied means

A detailed overview can be found in the College Catalog and on the website <http://www.valenciacc.edu/competencies/>

STUDENT WITH DISABILITIES

Students who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities and discuss specific needs with the professor, 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 room 5-216.

TUTORING

The Tutor Center is available within MyMathLab. There is an icon button at the top of the page. Please click the button to register for the free tutoring service. Once registered, you are ready to use this service in four ways: phone, fax, email, or interactive web.

The Tutor Center is open **Sunday through Thursday** from **5 PM - midnight** (Eastern Time.) You may call them at **1-800-877-3016** during open hours to register or seek assistance by phone. However, you may email or fax them anytime and they will respond on the next Tutor Center business day. For interactive online tutoring, you may call **1-800-877-3016** to arrange an appointment. Remember, it's free. You may contact the tutor up to three times per night in any combination of the following ways:

By Phone: Up to 15 minutes per call.

By Fax: Up to 2 questions per fax.

By Email: Up to 2 questions per email.

By Interactive Web: 15 minutes, by appointment.

In addition, Face-to-Face tutoring is available at each campus. Valencia offers free tutoring service to all students. For specific hours, please check with the **Information Station** on each campus or click on the [Tutoring Center](#) tab under **My Tools** at WebCT.

STUDENT CONDUCTS

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Valencia Community College is dedicated not only to the advancement of knowledge and learning but is concerned with the development of responsible personal and social conduct. By enrolling at Valencia Community College, a student assumes the responsibility for becoming familiar with and abiding by the general rules of conduct. The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed by the faculty member to leave the class. Violation of any classroom or Valencia's rules may lead to disciplinary action up to and including expulsion from Valencia. Disciplinary action could include being withdrawn from class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions. You will find the Student Code of Conduct in the current Valencia Student Handbook.

IMPORTANT DATES

January 19: Martin Luther King Jr. Day (College Closed)

January 20: Drop/Refund Deadline

March 9 - 15: Spring Break (College Closed)

March 20: Withdrawal Deadline for a **W** Grade

April 26: Final Withdrawal Deadline

DISCLAIMER

Changes in the syllabus, course calendar, evaluation procedure and any assignments may be made at the discretion of the professor.