

# Reedley College – SPRING 2011 - Course Syllabus

## MATH 4 WEB, TRIGONOMETRY Online, Section # 55134

**Instructor:** Mrs. Lina Obeid      **Class Room:** Web      **Class Time:** WEB  
**Office and Office Hours:** online via e-mail only      **E-Mail:** lina.obeid@reedleycollege.edu

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**Basic Skills Advisories:** Eligibility for English 125 and English 126

**Subject Prerequisites:** Successful completion of MATH 103 or the equivalent

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**Optional\* Texts:** Shneider, Hornsby, and Lial. (2009) *Trigonometry*; 9th Edition. Boston: Pearson. (With coursecompass)

\* **The textbook is optional, but the access to coursecompass is mandatory. The access can be bought online if you do not want the textbook. You have access to the book online with the access code. The access code costs around \$78, and can be purchased online at [www.coursecompass.com](http://www.coursecompass.com). The use of a credit card is required if you purchase it online. MAKE SURE YOU SIGN UP FOR THE RIGHT BOOK AND EDITION!!! There is a loose leaf version of the book packaged with the access code that can be bought from the bookstore.**

**Requirements:** *A dial-up connection is too slow for this class.* The website that the class will be using is [www.coursecompass.com](http://www.coursecompass.com) [and NOT Blackboard – only the orientation video will be uploaded on Blackboard]. This site only requires that your browser (i.e. internet explorer, netscape, etc.) has specific plug-ins.

### Materials Needed:

Graph paper, binder, binder paper, ruler, pencils, erasers, stapler. Scientific calculators (not graphing). Check with the instructor for the use of other calculators.

### Course Description:

As stated in the Reedley College course outline, Math 4A is a trigonometry class that involves angles, trigonometric and inverse trigonometric functions, right and oblique triangles, graphs, identities, trigonometric equations, vectors, polar coordinates, De Moivre's Theorem, and applications.

### Attendance and Tardy Policy:

- Students who do not attend the mandatory orientation will be dropped.
- Students who do not sign up at [www.coursecompass.com](http://www.coursecompass.com) by January 17 will be dropped.
- **Since this is an online class, students are expected to check their e-mails regularly and work on [www.coursecompass.com](http://www.coursecompass.com) daily and regularly.** That is what attendance is based on. **Late work is not accepted.** Excuses will not be accepted (for example, I did not read my e-mail, my computer froze, .... ). Students who do not check their emails or work on their assignments on regular basis could be dropped for non-attendance. The attendance policies still hold in an online class. Missing an assignment or not checking email is the equivalent of being absent.
- Students are responsible for any and all information sent to them in emails or posted on the courses site.
- **Technology problems will not be accepted as excuses to get extensions, second chances, or exceptions.**
- Students are expected to attend the onsite mandatory meetings on the scheduled date (as mentioned in the schedule of courses), arrive on time, bring a valid picture ID, and stay for the whole class period. Students who are absent or late, or who leave early will receive a zero on the missed or late midterm.

### Behavioral, Campus, and Academic Policy:

- Reedley College campus policies and academic regulations will be implemented in this class.

**Plagiarism:** Reedley College rules on plagiarism will be enforced. Students cheating and students allowing others to cheat off of their assignment will receive a 0% on that assignment (whether it is a final, test, quiz, midterm, or any other assigned work). **PLEASE NOTE:** Scoring 30% higher on the online chapter quizzes, then on the onsite midterm exams is a sign that you got unauthorized help - cheating. **The teacher reserves the right to make that conclusion.** [For example, if a student scores an 80% on the online chapter quiz, but scores a 50% on his midterm which is based on the same material – this might mean that the student got unauthorized help on the online chapter quizzes.]. In that case, the rules on plagiarism/and cheating will be enforced.

**Grading Policy:** Students are graded according to the following:

**Online homework** grades constitute **25%** of the student's overall grade.

**Online chapter quizzes** grades constitute **15%** of the student's overall grade.

**Onsite Midterm exam** grades constitute **45%** of the student's overall grade.

**Onsite Final Exam** grades constitute **15%** of the student's overall grade.

- **Online Homework:** Homework is assigned on regular basis. Homework will not be accepted late. Homework assignments will be given on-line. It is advisable to work a couple of days ahead of the due dates. ***It is important to stay current to be successful in the course!*** **Do not expect to take the exam and then complete the homework.** Each assignment has a due date and the assignment will be unavailable to the student after the due date. The two lowest homework scores will be dropped to allow for emergencies.
- **Online chapter quizzes:** Online chapter quizzes are to be taken online by the scheduled date/time. They are timed, so pace yourself. Complete the homework first before you take the online quizzes! Some quizzes might have a pre-requisites of completing the homework. The reason is you cannot learn the material in an online class without doing the homework. Your homework score should be comparable to your quiz score. Do not use unauthorized help on your quizzes. It will be very evident that you have done so if your midterm score is much lower. **Online quizzes will not be accepted late. The lowest online quiz score will be dropped to allow for emergencies.**
- **Onsite Midterm Exams:** Three onsite midterm exams will be administered throughout the semester. No make-up midterm exam will be given for any reason. Students are expected to take the midterm on the date and time scheduled. Student need to present their valid picture ID or Driver's license to be allowed to take the midterm. NO ID= NO MIDTERM. Students who do not take a midterm will receive a score of ZERO on that midterm. THE MIDTERM SCORE CANNOT BE DROPPED. The **lowest midterm score may be replaced by 80% of the final exam score.**

⇒ Students should not take the class if the scheduled dates or times of the midterm exams do not fit in their schedule.

**Onsite Final Exam:** is a comprehensive final meaning it might contain any of the material covered from the entire semester. NO ID = NO FINAL. ***The final exam score cannot be replaced by a midterm score. Students who do not take the final will receive a score of 0% on the final. Final exam is administered on Tuesday, May 17, 2011 @ Reedley College – from 6pm to 7:50pm in Room FEM4E [OR Monday, May 16<sup>th</sup> from 9am-10:50am in CCI 206].***

⇒ Students should not take the class if the scheduled date or time of the final exam does not fit in their schedule.

If students need further clarification regarding grades, they are welcome to consult the instructor.

| Grading Scale: | Grade | Percent      | Grade | Percent     |
|----------------|-------|--------------|-------|-------------|
|                | A     | = 90% - 100% | D     | = 60% - 69% |
|                | B     | = 80% - 89%  | F     | = Below 60% |
|                | C     | = 70% - 79%  |       |             |

**Tips for Success:**

- Work daily and regularly;
- **Do not procrastinate;**
- Complete assignments on time with all the work shown step-by-step in a spiral notebook;
- Put in the maximum effort daily in every aspect of your work;
- READ THE SECTIONS, do examples, and view the videos first.
- Do not wait until you are failing or you are completely lost to ask questions.
- Remember your procrastination is no one else's emergency.

**\*\*Print and Post this page next to your computer screen\*\***

## **IMPORTANT DATES AND DEADLINES**

**WARNING: This is an intensive online class. Only students who have strong math skills and strong study skills will succeed. Also, please make sure to check your calendar. Those dates are non-negotiable. Please drop the class if the scheduled dates of the midterms and final do not fit your schedule, or if the pace of the class is not appropriate for you.**

**MARK YOUR CALENDARS NOW!**

### **I. Schedule for the first two weeks of class:**

➤ **January 11<sup>th</sup>:**

Mandatory orientation

**Thursday, January 13<sup>th</sup>:**

Register and purchase the access code at [www.coursecompass.com](http://www.coursecompass.com).

*You will be given instructions on how to do that at the orientation. Don't try to access coursecompass before then.*

***THIS CLASS IS NOT ON BLACKBOARD. DO NOT TRY TO ACCESS BLACKBOARD.***

*Failure to register and access coursecompass in a timely manner on Thursday as scheduled will result in missing homework assignments. These assignments will not be extended. Students who miss those assignments will receive a 0% with no chance of make-up since late work is not accepted in this class. Please be ready to take this class. Exceptions or excuses of any kind (i.e. technology, financial, or personal problems, "I did not know", "I did not check my e-mail", ... ) will NOT be accepted.*

➤ **Friday, January 14<sup>th</sup>:** Homework Due on coursecompass.com.

➤ **Monday, January 17<sup>th</sup>:**

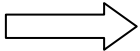
1. Homework Due on coursecompass.com

2. **Last day to register at [www.coursecompass.com](http://www.coursecompass.com)** . Failure to register for coursecompass by this date will cause you to be dropped from the class. Exceptions or excuses of any kind (i.e. technology, financial, or personal problems, "I did not know", "I did not check my e-mail", ... ) will NOT be accepted.

➤ **Tuesday, January 18<sup>th</sup>:**

1. Homework Due on coursecompass.com.

2. **Instructor drops students who did not register at coursecompass.com.**



### **II. ONSITE MEETINGS/EXAMSDATES:**

There will be 5 onsite mandatory meetings at Reedley College during the semester. Please do not take this class if your schedule or location does not permit you to attend these campus meetings. **All meetings must be attended. Bring a Picture ID to all campus meetings!! Get to the campus early to get a parking permit.**

- 1. Orientation:** Tuesday, January 11, 2011 @Reedley College –  
**from 6pm to 8pm in Room FEM4E [OR from 1pm to 3pm in Room FEM1L]**
- 2. Exam 1:** Tuesday, February 15, 2011 @Reedley College –  
**from 6pm to 7:30pm in Room FEM4E [OR from 1pm to 2:30pm in Room FEM1L]**
- 3. Exam 2:** Tuesday, March 22, 2011 @Reedley College –  
**from 6pm to 7:30pm in Room FEM4E [OR from 1pm to 2:30pm in Room FEM1L]**
- 4. Exam 3:** Tuesday, May 10, 2011 @ Reedley College -  
**from 6pm to 7:30pm in Room FEM4E [OR from 1pm to 2:30pm in Room FEM1L]**
- 5. Final:** Tuesday, May 17, 2011 @ Reedley College –  
**from 6pm to 7:50pm in Room FEM4E [OR Monday, May 16<sup>th</sup> from 9am-10:50am in CCI 206]**

To accommodate students taking evening classes, the campus meetings will be offered at two different times on the scheduled dates (See schedule above). **Students will never be allowed to take an exam after the scheduled date regardless of the reason or excuse.** Again, students must not take this class if it conflicts with other demands on their time.

The first meeting is an introductory orientation that will save hours of guess work. **Failure to attend the mandatory orientation will result in being dropped.** You will not be allowed to attend the orientation without a picture ID such as Driver's License or Passport!!

The remaining four class meetings are mandatory meetings for three supervised midterms and a final exam. **The exams will begin promptly at 6:00pm and will end at 7:30pm. Failure to attend midterm or final exams will result in receiving a 0% on the midterms or final with no chance of make-up.** You will not be allowed to take the exams or final without a picture ID such as Driver's License or Passport!!

## **ADDITIONAL IMPORTANT INFORMATION:**

- Students are responsible for the information contained in the intro-memo.
- **How do I communicate with the instructor in an online class?**

Email is the form of communication students must use in this class at all times. Send emails to [lina.obeid@reedleycollege.edu](mailto:lina.obeid@reedleycollege.edu). Any other form of communication used will not guarantee a response. The instructor will communicate only with the students enrolled in the class. All communication should be through the enrolled student's sccd.edu email address. Instructors are not checking their emails 24h/7d. Students need to allow between 1 to 2 business days for a response to their email. It is the student's responsibility to work and email in a timely manner.

In order to receive a response to your emails from the instructor, the emails sent must:

- 1) **be written clearly and professionally using complete sentences. Text message styles are not considered.**
- 2) **be written and signed by the student enrolled in the class. To sign, the student must print their FULL NAME at the end of the email;**
- 3) **contain "MATH4A ONLINE," your full name, and your ID# in the subject bar.**

*Failure to follow those instructions might result in not receiving a response. Failure to send an email in the format requested is proof that the student is not following directions and/or that the student is not reading the required information for this class.*

- **What would improve my chances of success in this class?**

To pass this class you need to have strong math skills, following directions, self-motivation, excellent study skills, and lack of procrastination. **A student's procrastination is no one else's emergency.**

[For example: If a student begins an assignment the same day it is due and runs into an issue, then that student also runs the risk of not getting help in time. In that case, even if the assignment is incomplete, the student will not be given an extension.]

- **Accommodations for students with disabilities:**

If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic test, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible.

### ► **Important College Dates: SPRING 2011**

|                          |  |
|--------------------------|--|
| January 10 (M)           | Spring 2011 instruction begins   |
| February 11 (T)          | Last day to change a spring class to/from a Pass/No-Pass grading basis       |
| <b>January 17 (M)</b>    | <b>Martin Luther King, Jr. Day observed (no classes held, campus closed)</b> |
| January 21 (F)           | Last day to drop a full-term class for a refund for Spring 2011              |
| January 28 (F)           | Last day to register for a full-term class for Spring 2011                   |
| January 28 (F)           | Last day to drop a fall full-term class to avoid a "W" for Spring 2011       |
| <b>February 18 (F)</b>   | <b>Lincoln Day (no classes held, campus closed)</b>                          |
| <b>February 21 (M)</b>   | <b>Washington Day observed (no classes held, campus closed)</b>              |
| March 11 (F)             | Last day to drop a full-term class (letter grades assigned after this date)  |
| <b>April 18-22 (M-F)</b> | <b>Spring Recess (classes reconvene April 25)</b>                            |
| May 16-20 (M-F)          | Spring 2011 final exams week   |

► *Instructor reserves the right to make minor changes to the syllabus.*