INSTRUCTOR: Mr. I. GRIGORIAN
INSTRUCTOR’S HOME PAGE: http://www.math.fsu.edu/~grigor (then click on MAC 1114 for Trig. page)
E MAIL ADDRESS: grigorian@math.fsu.edu
OFFICE: 108-D  MCH
OFFICE HOURS: MW: 1-2 pm ; TR: 2-3 pm ; or by appointment

ELIGIBILITY: You will be deemed eligible for this course if (1) you have credit for MAC 1102 or MAC 1105 (or an equivalent course in College Algebra) with a grade of C- or better, or (2) you have scored in AMP Group A3 or higher, or (3) you took the ALEKS test and scored a grade of 61% or higher. For any additional information, please go to http://www.math.fsu.edu/~bellenot/ALEKS/. It is the student’s responsibility to check and prove eligibility. Ineligible students will not be allowed to take this course. Advisement assistance is available in 205-D LOV.

ATTENDANCE: Students whose names do not appear on the class roll cannot attend classes. Attendance is mandatory (please read PARTICIPATION REQUIREMENT 3rd page). Students are expected to attend classes, and students with excessive (excused or unexcused) absences will not be given a passing grade or a grade of " I ".


Textbook / MyMathLab

Beginning Spring 2019 MAC 1114 ( sections 20-25) will require MyMathLab access. All Tests and Quizzes (both in-class and outside-of-class quizzes) will be taken using MyMathLab. It is the student’s responsibility to have purchased access and entered the access code before the second week of classes. The 14-day grace period begins with the first login. There will be no extensions or excused absences for not acquiring access or for not remembering login credentials. Please reference the MyMathLab information provided in Canvas.

MyMathLab access comes with the e-book. Students are not required to purchase a print edition of the text. There is a 14-day grace period in which students may access all the online content before purchasing access and it is recommended that students try the online options before deciding on whether or not to purchase the print edition in addition to the access code for the online content.

Computer Assisted-Instruction Course:
This is a computer-assisted-instruction course. All tests and quizzes will be taken over the Internet; some assignments must be completed outside of the lab classrooms. If you do not have Internet access at home, then you will have to arrange time in your schedule to work on campus. Firefox is the recommended browser, followed by Chrome and then Safari.

Practice: Section practices are outside-of-class assignments meant to build your skills in an ungraded environment. You have unlimited attempts for each practice assignment.

CALCULATOR POLICY: Calculators may be allowed on some of test/quiz questions ONLY. The only calculator will be used is embedded within MyMathLab software and it appears with specific question that is allowed to be used. Any person using a hand-held calculator or a computer calculator on a test/quiz will be given a grade of zero on the test/quiz. A graphing calculator might be helpful for checking homework problems.

COURSE OBJECTIVES: This course is intended to give students important mathematical background needed for the study of more advanced courses in mathematics, engineering, and computer science.

COURSE CONTENT/TESTS
**Unit I: 7.1-7.8; 8.1,8.2,8.4,8.5
**Unit II: 8.3,8.6; 9.1-9.3; 10.1-10.2
Unit III: 10.3-10.5

Tentative Tests Dates

TEST#1: Wednesday, Feb 27 (Unit I)
TEST#2: Wednesday, April 10 (Unit II)
Optional Test#3: Wednesday, April 24

** Tests sections might change for each unit and the changes will be announced in lecture
OPTIONAL TEST: On April 24 in lab, you will be offered the option of taking a 3rd test; the topics to be covered on this test will be announced in lecture two weeks before the test is given. This test can be used to replace the lowest score of one of the two unit tests, provided you have taken both the unit tests. You may not use the 3rd test grade to stand in place of a missed unit test [see policies for a missed unit test]. Students cannot hurt their grade by taking this optional 3rd test. If the 3rd test grade is lower than both of your unit test grades, then you may disregard the 3rd test score and nothing will change in your unit test grades. This optional 3rd test cannot be excused for any reason; it is one attempt only; there is no make-up for this test.

PLEASE NOTE (VERY IMPORTANT):

1. YOU MUST KNOW YOUR SECTION NUMBER (CHECK YOUR SCHEDULE)
2. YOU MUST ATTEND THE LECTURE YOU REGISTERED FOR
3. YOU MUST ATTEND THE COMPUTER LAB YOU REGISTERED FOR.
4. YOU MUST TAKE THE QUIZ/TEST WITH YOUR SECTION ONLY.
5. ALL THE UNIT TESTS WILL BE GIVEN IN COMPUTER LAB.
6. Please check your typing carefully and carefully follow the instructions when practicing free response questions. We are not responsible for any typo mistake you might make on the free response questions.
7. Cell phones, ipods, and any similar devices are NOT ALLOWED in lecture and Labs
8. STUDENTS MUST BRING FSU ID CARDS TO ALL TESTS/QUIZZES
9. All course announcements will be given in lecture, and you will be responsible for any of them if you miss Lecture.

COMPREHENSIVE FINAL EXAM: The Final Exam is cumulative (covering Unit I - III). Your Final Exam might not be scheduled in your recitation classroom, but will be given in one of the five computer equipped classrooms in HTL (104, 105, 113, 114) or in 107 MCH or in 319 HCB. The Final Exam will be given M-R of Exam Week April 29-May 2. You will register on-line for a final exam time. Exam Registration will open at 7 a.m. on Wed. March 27. You must schedule an exam time before 12:00 noon on Wed. April 17. During this period, you will be able to change your exam time, depending on available times. You must check your exam schedule carefully. After final exam registration closes, changes, without penalty, will be made only for conflicts that involve documented changes in the exam schedule for your other classes. That is, changes will be made only if an instructor in one of your classes changes the time of the final exam from the Exam Schedule given in the University’s Registration Guide Spring 2019 and this change conflicts with your selected MAC1114 exam time. A penalty, of 15 points will be imposed on your Final Exam grade for any other changes made after registration closes. This includes students who fail to register before the deadline, changes in travel, or because of airline ticket purchases. The link for the on-line registration will be on my home page at http://www.math.fsu.edu/~grigor (Trig page).

IMPORTANT: YOU NEED TO USE YOUR EMPLID NUMBER (9 digit number) TO REGISTER FOR THE FINAL EXAM TIME

To obtain EMPLID NUMBER: login to myFSU, then click on myFSU Identity Management
**Homework Quiz:** Quizzes given outside-of-class are called homework quizzes. Each homework quiz grade will count as a quiz grade. Three (3) attempts will be allowed for each of these quizzes, and the highest score will be retained as the grade. Students can use any text material and class notes to assist them on homework quizzes, **but students cannot receive any other assistance.** Students should not wait until the last minute to complete a Homework Quiz; time should be allowed to take the quiz at a campus lab. Extensions will not be given because of problems with network connections at home or problems related to using an unapproved browser. Because these quizzes may be taken over a period of time, **no make-up quizzes will be given.** **Homework quizzes cannot be excused for any reason.**

**Lab Quiz:** A quiz will be given in lab on each non-test day. Only one attempt is allowed for these quizzes. **No make-up quizzes will be given.**

**Tests:** Two unit tests and an Optional test are given during the semester and all tests will be taken during your lab. On test days, there is no practice time in lab. **Completed Tests are available for review only in lab at the time the test is completed and graded.** Students should write down their answers orderly on the provided scrap paper. This organization will assist you in reviewing your quiz/test before/after it has been graded. **Students may not begin a test and then decide not to take it. Once a test is started, it must be completed.** Tests are required on the Test Dates.

**TEST/QUIZ POLICIES:**

**Missed Homework Quiz:** Because these quizzes may be taken over a period of time, **no make-up homework quizzes will be given, and can not be excused for any reason.**

**Missed Lab Quiz:** No make-up quizzes will be given. For a valid and verifiable absence, students supplying the lecturer with necessary documentation will have their next Test grade counted for the missed quiz grade. **Any medical excuse must state explicitly that the holder should be excused from class. Note that students will not be given excused absences to attend family functions or other non-academic events.**

**Missed lecture:** For a valid and verifiable absence, students supplying the lecturer with necessary documentation will be excused. **Any medical excuse must state explicitly that the holder should be excused from class. Note that students will not be given excused absences to attend family functions or other non-academic events.**

**Missed Unit Test ONLY:** If a test is missed and excused, then a makeup exam will be arranged. Students must provide advance notice of absences (when possible) as well as relevant documentation regarding absences to the instructor as soon as possible following the illness or event that led to an absence. If a test is missed and is unexcused, with instructor permission, an unexcused absence from one unit test may have the final exam minus a 20 point penalty applied for that test grade. **Any medical excuse must state explicitly that the holder should be excused from class. Note that students will not be given excused absences to attend family functions or other non-academic events.**

**NOTE:** car trouble, appointments of any kind and “family emergencies” are not considered excused.

**IMPORTANT NOTE:** The student must stop by my office with the original documentation for any excuse within one week of the student’s return.

(Please note; I don’t accept any documentation for any excuse in lecture, and lab class or by e mail)

**VERY IMPORTANT:**

**PARTICIPATION REQUIREMENT:** This course has a participation requirement measured by assignment completion.

Students are in danger of failing the course if they miss more than 4 quizzes (lab quizzes, or required homework, or lecture quizzes which includes attendance and take home quizzes; excused or not). Your final course average will be reduced by 1 point for each additional quiz missed beyond 4. **No exceptions. (Even if a student has an excuse for a missed lab quiz or a lecture quiz, that still counts as a missed quiz.)**
GRADING: There will be two unit tests, a cumulative final examination, and several short quizzes. (some short quizzes and attendance quizzes may be given in lecture without notice). No quiz or test grades will be dropped.
Numerical course grades will be determined by the larger of \( Av_1 \) and \( Av_2 \)
where \( Av_1 = \frac{(5U+Q+4E)}{10} - P \), \( Av_2 = \frac{(4U+Q+5E)}{10} - P \).

\( U \) = test average, \( Q \) = quiz average, \( E \) = final exam grade, \( P \) = Participation Requirement Deduction

Letter grades will be determined from numerical grades as follows:

- \( A = 92.50 \) or above
- \( B+ = 87.50 - 89.49 \)
- \( C+ = 77.50 - 79.49 \)
- \( D = 62.50 - 69.49 \)
- \( A- = 89.50 - 92.49 \)
- \( B = 82.50 - 87.49 \)
- \( C = 72.50 - 77.49 \)
- \( D- = 59.50 - 62.49 \)
- \( B- = 79.50 - 82.49 \)
- \( C- = 69.50 - 72.49 \)
- \( F = \) below 59.50

FREE TUTORING FROM FSU: For tutoring and writing help in any course at Florida State University, visit the Academic Center for Excellence (ACE) Tutoring Services’ comprehensive list of tutoring options - see http://ace.fsu.edu/tutoring or contact tutor@fsu.edu for more information. High-quality tutoring is available by appointment and on a walk-in basis. These services are offered by tutors trained to encourage the highest level of individual academic success, while upholding personal academic integrity. Students should use caution when engaging the services of tutors (or tutoring services) that have no affiliation with FSU. If a tutoring service provides information or materials that violate the Academic Honor Policy, then you, by engaging that service, will be in violation of the Academic Honor Policy. If you provide test details to any individual or tutoring service, then you are in violation of the Academic Honor Policy. You will be asked to give an honor pledge for every graded assignment; please take it seriously.

ACADEMIC DISHONESTY: The Florida State University Academic Honor Policy outlines the University’s expectations for the integrity of students’ academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process. Students are responsible for reading the Academic Honor Policy and for living up to their pledge to “...be honest and truthful and...[to] strive for personal and institutional integrity at Florida State University.” (Florida State University Academic Honor Policy, found at http://dof.fsu.edu/honorpolicy.htm.)

The academic honor system is followed strictly. Students possessing unauthorized notes, using prohibited calculators, or giving/receiving unauthorized assistance on an exam will be dealt with according to FSU Honor Code policy.

AMERICAN DISABILITIES ACT: Within the first week of classes, students with disabilities needing academic accommodations should: 1) register with and provide documentation to the Student Disability Resource Center (SDRC); and 2) bring a letter to their instructor from SDRC indicating the need for accommodation and what type.

Each student must meet with his/her lecturer to discuss his/her particular situation and the available testing options. Accommodations will be provided within one week of that meeting.

Please note that instructors are not allowed to provide classroom accommodation to a student until appropriate verification from the Student Disability Resource Center has been provided.

This departmental syllabus and instructor written class materials can be made available in alternative format upon request. For more information about services available to FSU students with disabilities, contact the: Student Disability Resource Center, 874 Traditions Way, 108 Student Services Building, Florida State University, Tallahassee, FL 32306-4167 (850) 644-9566 (voice) (850) 644-8504 (TDD) sdrc@admin.fsu.edu http://www.disabilitycenter.fsu.edu/

Syllabus Change Policy "Except for changes that substantially affect implementation of the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice.”