

**MAC 1114 COLLEGE TRIGONOMETRY  
SPRING 2014**

**COURSE SYLLABUS**

**INSTRUCTOR:** Mrs. Sonya Lenhof

**E-MAIL:** [slenhof@valenciacollege.edu](mailto:slenhof@valenciacollege.edu) Please write the course and time your class meets in the subject line to expedite your response. This also avoids the possibility of your email being filtered.

**OFFICE:** Building 1, room 358

**STUDENT ENGAGEMENT HOURS:** MW from 7:25am–8:25am, 12:00pm–12:30pm  
TR from 7:25am–8:25am, 9:50am–10:20am, 10:25am–11:25am (in 1-377), 12:50pm–1:20pm  
F from 8:45am–9:45am in building 4, math support center

**Online:** MWR from 8:00pm–9:00pm via e-mail, [slenhof@valenciacollege.edu](mailto:slenhof@valenciacollege.edu)

College meetings may interfere with the times posted, therefore it is wise to call/e-mail before making a special trip to my office. E-mail is the best way to get in contact with me. Do not feel restricted by the above times: e-mail me at any time and I'll try to get back with you as soon as I can. Include in your emails the days/times that we meet for class. Also include your Valencia Identification Number (VID) when discussing your grades.

**PHONE:** 407-582-2240 (If you leave a voice mail message I also receive the message via email)

**WEBSITE:** <http://faculty.valenciacollege.edu/slenhof>

**COURSE DESCRIPTION:** Prerequisite: Minimum grade of C in MAC 1105 or 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. Minimum grade of C required if MAC 1114 is used to satisfy Gordon Rule and general education requirements. Credit not given for both MAC 1114 and MAC 1132 nor for MAC 1114 and MAC 1142 nor for MAC 1114 and MAC 11147.

**REQUIRED MATERIALS:**

**Text:** Analytic Trigonometry, 11<sup>th</sup> edition, by Barnett, Ziegler, and Byleen.

**Calculator:** Graphing Calculator (**TI-83 or TI-83+ or TI-84 recommended**). The instructor will be using a TI-84 for classroom demonstrations. A different calculator may be used, but the instructor may not be able to assist.

**Optional:** Student solutions manual is available but is optional. It can also be found in the LRC for use.

**Note:** Storing notes, formulas, problems, etc. in the calculator and is considered cheating. The instructor reserves the right to inspect the memory of the student's calculator at any time during the semester. If inappropriate information is found stored in the calculator during a quiz or test, the student will receive a "zero" on that quiz or test.

**SUPPORT MATERIALS:** There is tutoring available in Building 4, first floor (IMC). The Math Support Center (Building 4, first floor) is a great help!

**ATTENDANCE:** Attendance is required at your assigned class time. You are expected to attend every class, be punctual, and complete all assignments. **You are responsible for all work presented when you are absent. I do not withdraw students due to non-attendance; it is your responsibility to handle such matters.** Regular attendance and participation are significant factors to promote success in the course.

**WITHDRAWAL POLICY:** **If you decide to withdraw, you must follow the proper procedure (see "Atlas" for details).** Students should familiarize themselves with Valencia College's withdrawal policy. Students may withdraw at any time until the withdrawal deadline, **March 21, 2014**, and receive a "W". After the deadline, students will receive the grade they earn.

**CLASS PARTICIPATION:** Students are encouraged to participate actively and ask pertinent questions during class. Courtesy will always be observed. You should expect to spend 3-4 hours outside of class time each week preparing (reading, taking notes, completing homework, etc) for this course.

**CELL PHONES, BEEPERS, WATCH ALARMS, MUSIC AND ELECTRONIC DEVICES:** Please turn off all these devices before you come to class. They are a huge distraction and will not be allowed during class time. If a phone rings and is answered, that student will be asked to leave class.

**CLASSROOM COURTESY:** It is courteous to arrive to class on time, pay attention, participate in class discussions, and respect others' opinions and learning styles. If you are disruptive, you will be asked to leave the class and will be responsible for all material covered in your absence. ***Please place your cell phones on silent or turn them off, place them in your backpack or under your chair, and refrain from using them or sending/reading text messages during class.*** All other electronic devices are to be turned off and placed in your backpack or under your chair for the duration of the class.

**ELECTRONIC COMMUNICATION:** Outside of class our communications will take place through your Atlas e-mail. Please note that any notifications of excessive absence, course progress, along with communications from me, are through Atlas. I regularly send updates on class assignments/schedule through e-mail. You are expected to check your ATLAS e-mail **at least once before each class** to ensure that you have the most current information. When you send an e-mail message, please check your spelling and grammar. Also refrain from using abbreviations or acronyms, in other words, please do not send text messaging style e-mails. Computers are available for your use on the first floor of building 4.

**EMERGENCY CONDITIONS:** To verify that the college is open and classes are being held, please call 407-582-1692 or sign up for Valencia Alert: Emergency Messaging System found on the Atlas homepage. You can also check the Valencia website or the local TV and radio news. If the college is open, I will hold class!

**HOMEWORK/QUIZZES:** When homework is assigned it is to be completed by the next class meeting so students may ask questions. Homework is not graded, however quizzes will be given on the homework – the quizzes will be approximately 10 minutes in length and may or may not be announced. The **ONLY** aid permitted during these quizzes is your **OWN** notebook. You will **NOT** be able to make up a quiz under any circumstance!! You are either present at the time a quiz is given and receive a grade, or, you are not present and will receive a **"0"** (zero). Your lowest quiz grade will be dropped. Completion of homework on a regular basis is crucial to your success in this course. Keep your worked problems in a notebook in an organized fashion to optimize the help your notebook can provide during a quiz. As this is an applied class, be sure to answer all questions thoroughly, explaining your answers. It is your responsibility to bring your notebook to class each day. Using the textbook, another person's notebook, or other unauthorized sources during a homework quiz is considered cheating. Check all the answers to your homework problems and rewrite those that are incorrect. I encourage you to work with other classmates.

**EXTRA CREDIT:** Students asking for extra credit will not receive any. On VERY RARE occasions, the instructor may decide to provide extra credit for attendance on certain days of class (one or two points) or for other reasons. This decision is solely up to the instructor, and it is a distinct possibility that extra credit will not be provided at all during the semester. Basically, students should not expect extra credit for the course.

**EXAMS: Tests:** You will have 4 tests during the semester. Each test will emphasize new material, but may also include questions on any topics discussed earlier. Tests may have 2 parts, one without the use of a calculator and one with calculator allowed. Tests will be given during class time. Each test will be worth 100 points. **There will be no makeup tests.** If you know ahead of time that you have to miss a test, arrangements may be made to take the test early.

**Final Exam:** There will be a comprehensive Final Exam in this course. ***If one scheduled test is missed, your final exam grade will be used in place of the missed test score; this can only be used to replace 1 test score. If you have not missed any scheduled tests and have performed poorly on 1 test, your final exam grade will be used to replace this low test score if it is higher.*** The test will be given in our classroom. The final exam will be worth 100 points and will be on the appropriate day listed on the schedule.

**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.

**ACADEMIC HONESTY:** All forms of academic dishonesty are prohibited at Valencia. Academic dishonesty includes, but is not limited to, plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive. **Sanctions available to the professor should a violation occur are described in the Valencia Student Handbook or online at <http://valenciacollege.edu/pdf/studenthandbook.pdf>.**

**EXPECTED STUDENT CONDUCT IN THE VALENCIA STUDENT HANDBOOK:** Valencia College is dedicated not only to the advancement of knowledge and learning but is concerned with the development of responsible personal and social conduct. 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.

### **COMPUTER/EQUIPMENT USE POLICY**

Use of computers in the Business, IT, and Public Service classrooms at Valencia 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.

### **COMPETENCIES OF A VALENCIA GRADUATE:**

1. Think clearly, critically and creatively by analyzing, synthesizing, integrating and evaluating knowledge.
2. Communicate by reading, listening, writing, and speaking effectively.
3. Make reasoned value judgments and responsible commitments.
4. Act purposefully, reflectively, and responsibly by implementing effective problem solving and decision making.

**STUDENTS WITH DISABILITIES:** Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor as soon as possible, preferably during the first week of class, so that accommodations can be made in a timely fashion. The OSD letter cannot be retroactively applied. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities.

Contact information for OSD East Campus:

<http://valenciacollege.edu/osd/default.cfm>

Building 5, Room 216

Phone: 407-582-2229

Fax: 407-582-8908

TTY: 407-582-1222

Mon-Thurs 8:00am – 5:00pm

Tues 8:00am – 6:00pm EAST campus only

Fri 9:00am – 5:00pm

<b>COURSE GRADE CALCULATION:</b>	Homework/Quizzes (lowest score will be dropped)	100 Points
	Tests (4 @ 100 points each)	400 Points
	<u>Final Examination</u>	<u>100 Points</u>
	<b>Total Points Possible</b>	<b>600 Points</b>

The course grade in MAC 1114 will be determined by taking the total points earned divided by the total points possible to calculate a percent average. The following scale will determine your letter grade:

**A: 90 – 100%** ( $\geq 540$  Total Points)

**B: 80 – 89%** (480-539 Total Points)

**C: 70 – 79%** (420-479 Total Points, Minimum Grade to Pass this Course)

**D: 60 – 69%** (360-419 Total Points, This Grade will Require You to Repeat this Course)

**F: below 60%** ( $\leq 359$  Total Points, This Grade will Require You to Repeat this Course)

**DISCLAIMER:** Changes in the syllabus, course calendar, evaluation procedure, homework assignments, and/or any other document provided may be made at discretion of Mrs. Lenhof. In case you are absent, **it is your responsibility** to find out what, if any, announcements or changes are made.