

Kent State University - Stark Campus
ALGEBRA FOR CALCULUS - 15212-MATH 11010-650

Spring 2013

Instructor: Dr. Janice Kover

Phone: (330)499-9600, ext. 53409 (email will get a faster response than voicemail)

website: www.personal.kent.edu/~jkover

Virtual Office Hours: MONDAY: 2-3, 6-7; TUESDAY: 9:30-11; WEDNESDAY: 10-noon (I will hold Wednesday hours in my office as well as virtual); THURSDAY: 8:30-10

Other Virtual Hours can be made by appointment. To make an appointment, please email me with a few specific dates and times that you are available to meet and I will try to work my schedule to meet with you. To meet during these hours please go to the Virtual Meeting Room.

Text : Beecher, Penna, Bittinger, (2012). Algebra and Trigonometry, Custom Edition for Kent State University. Published by Pearson Addison Wesley. Text is optional. However you must have access to Mylabsplus to complete your homework that will count towards your grade. This can be purchased directly from the publisher.

Required: At least a scientific calculator. Graphing calculators are permitted and encouraged.

COURSE DESCRIPTION: The purpose of this course is to develop conceptual understanding and fluency with algebraic techniques and manipulations necessary for success in Calculus. We will study elementary functions and graphs, including polynomial, rational, exponential, and logarithmic functions; complex numbers; the conic sections and arithmetic and geometric sequences and series. For detailed learning outcomes given by the math department, please go to <https://cmsprod.uis.kent.edu/CAS/Math/undergraduate/upload/Learning-Outcomes2012-1.doc>.

Course Policies:

1. Course grades are determined by:

5% Online Homework (the maximum of mylabsplus or graded assignments)

2% - Participation in Q&A Forums

14% - Video Lessons

10% - May include Turn-In Assignments, Short Quizzes, or Special Assignments (this category may be counted for the 5% homework grade for a total of 19% of your grade)

65% - Tests (2 non-proctored tests 12% each, midterm 20% proctored, Comprehensive Final Exam 25% proctored)

Grading Scale: 90%-100% A; 80%-89% B; 70%-79% C; 60%-69% D; 0%-59% F (plus and minus grades will be assigned only in close cases)

2. Assignments and Homeworks will typically be due on Mondays. Please stay alert to due dates. While videos will stay open for review, you will need to complete each week's work on time or you will quickly find yourself too far behind to catch up. If there are extenuating circumstances email the professor immediately attaching the appropriately scanned documentation.

3. Homework should be completed by the due date. However, you may complete it late for a 20% penalty for each question answered past the deadline. If you opt not to purchase the online access your Turn-In Assignments will be counted for 15% of your grade.

4. You will be given approximately a week to take a proctored exam. Make-up exams will only be given in extenuating circumstances and must have professional documentation for approval.

5. While there is no monitoring of how you conduct your weekly work it is assumed that you will give your full attention to your work when you view the videos, work on assignments or visit virtual office hours. Keep in mind you must answer the questions in the Video Lessons in Moodle.

6. Appropriate language is expected both written and verbal during virtual hours. (This includes abbreviations.)

7. Please keep in mind that while I will do the best to be present at every office hour (both live and virtual) but there are times when events (including technical issues) stop this from occurring. I will do my best to email the class and let them know when there are such occasions. Stark Tutoring hours and office hours will not be held if the Stark Campus has classes canceled during the scheduled session.

8. The proctored final exam is required. Failure to show for the final exam may result in an F for the course.

Academic Honesty: Use of the intellectual property of others without attributing it to them is considered a serious academic offense. Cheating or plagiarism will result in a failing grade for the work or for the entire course. Repeat offenses result in dismissal from the University. University guidelines require that all infractions be reported to the Student Conduct Officer on our campus.

Students with Disabilities: University policy 3-01.3 requires that students with disabilities be provided reasonable accommodations to ensure their equal access to course content. If you have a documented disability and require accommodations, please contact the instructor at the beginning of the semester to make arrangements for necessary classroom adjustments. Please note, you must first verify your eligibility for these through Student Accessibility Services (contact 330-244-5047 or visit <http://stark.kent.edu/student/resources/accessibility.cfm> for more information on registration procedures).

Withdrawal: If you are considering withdrawing from this course, please consult with a staff member in the Office of Student Services of your local campus. Withdrawal from a course can affect financial aid, student status, or progress within your major. For withdrawal deadlines, please refer to http://www.registrars.kent.edu/home/TermUpdate/sche_adj.htm.