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| INSTRUCTOR CONTACT INFORMATION | Location: https://portal.mypearson.com and https://blackboard.se.edu Instructor: Dr. Karl Frinkle Office: MTH 112 Office Hours: TBD Office Phone: (580)745-2028 E-mail: kfrinkle@se.edu Website: http://homepages.se.edu/kfrinkle |
| CATALOG DESCRIPTION | Trigonometric and inverse functions, vectors, identities, complex numbers, exponential and logarithmic functions and applications. |
| PREREQUISITES | Prerequisite: MATH 1513 or high school algebra. No trigonometry background is necessary. |
| REQUIRED MATERIALS | Text: The text is available as an ebook. Software: You will need an <i>access code</i> for <i>My Math Lab</i> , where all homework and exams are to be completed. The <i>My Math Lab course</i> code for this course is: frinkle24287 Calculator: <i>My Math Lab</i> has a built in calculator, so no calculator is required. |
| OPTIONAL MATERIALS | Text: <i>Calculus and Its Applications</i> , 11th Ed. by M. Bittinger, et al., ISBN #9780321979391 Access Code: <i>My Math Lab</i> , ISBN #9780321199911 (needed only if purchasing used text) Access to a smart phone with a camera, or some other type of document imaging device. If you prefer to do your assignments by hand, please write in a dark pen or pencil so that the images will print clearly when imaged and sent electronically. |
| TECHNICAL REQUIREMENTS | Available through the Southeastern Online Learning website or http://www.se.edu/online-learning/technology/hardware-software-requirements/ |
| NETIQUETTE (INTERNET ETIQUETTE) | Available through the Southeastern Online Learning website or http://www.se.edu/online-learning/technology/communication-netiquette/ |
| LIBRARY AND INFORMATION RESOURCES | Available through the Southeastern Online Learning website or http://www.se.edu/online-learning/student-services/ |
| COURSE OBJECTIVES | Students completing Brief Calculus should be able to demonstrate knowledge of the fundamental mathematical concepts in differential and integral calculus. These concepts include (but are not limited to) functions, limits, tangent lines to a curve, differentiation, and area. They should also be able to use the techniques of calculus to solve a variety of both pure and applied problems. |

GENERAL
EDUCATION
OUTCOMES

As a general education course, this course contributes to the critical thinking and the mathematical or quantitative reasoning components of the general education program at Southeastern. The goal of the critical thinking component is to enhance the ability of students to integrate new information with previously acquired information to solve novel complex problems. To address the critical thinking goal, students will solve problems described verbally, graphically, symbolically, or numerically. The goal of the mathematical or quantitative reasoning component is to develop the ability of students to understand and apply mathematical abstraction. To address the mathematical or quantitative reasoning goal, students will (1) solve problems using the principles of algebra or symbolic logic; (2) apply mathematical reasoning to analyze and interpret quantitative information; and (3) use and interpret mathematical formulas.

COURSE SCHEDULE

| # | Assignment | Assign Date | Due Date | Pts | Week |
|----|---------------------------|-------------|-----------|-----|------|
| 1 | Section 1.1 Homework | June 6th | June 12th | 20 | 1 |
| 2 | Section 1.2 Homework | June 6th | June 12th | 20 | 1 |
| 3 | Section 1.3 Homework | June 6th | June 12th | 20 | 1 |
| 4 | Section 1.4 Homework | June 6th | June 12th | 20 | 1 |
| 5 | Week 1 Written Assignment | June 6th | June 12th | 30 | 1 |
| 6 | Week 1 Discussion Board | June 6th | June 12th | 30 | 1 |
| 7 | Section 1.5 Homework | June 6th | June 19th | 20 | 2 |
| 8 | Section 1.6 Homework | June 6th | June 19th | 20 | 2 |
| 9 | Section 1.7 Homework | June 6th | June 19th | 20 | 2 |
| 10 | Section 1.8 Homework | June 6th | June 19th | 20 | 2 |
| 11 | Chapter 1 Exam | June 6th | June 19th | 75 | 2 |
| 12 | Week 2 Written Assignment | June 6th | June 19th | 30 | 2 |
| 13 | Week 2 Discussion Board | June 6th | June 19th | 30 | 2 |
| 14 | Section 2.1 Homework | June 6th | June 26th | 20 | 3 |
| 15 | Section 2.2 Homework | June 6th | June 26th | 20 | 3 |
| 16 | Section 2.3 Homework | June 6th | June 26th | 20 | 3 |
| 17 | Section 2.4 Homework | June 6th | June 26th | 20 | 3 |
| 18 | Section 2.5 Homework | June 6th | June 26th | 20 | 3 |
| 19 | Week 3 Written Assignment | June 6th | June 26th | 30 | 3 |
| 20 | Week 3 Discussion Board | June 6th | June 26th | 30 | 3 |
| 21 | Section 2.8 Homework | June 6th | July 3rd | 20 | 4 |
| 22 | Chapter 2 Exam | June 6th | July 3rd | 75 | 4 |
| 23 | Section 3.1 Homework | June 6th | July 3rd | 20 | 4 |
| 24 | Section 3.2 Homework | June 6th | July 3rd | 20 | 4 |
| 25 | Section 3.5 Homework | June 6th | July 3rd | 20 | 4 |
| 26 | Week 4 Written Assignment | June 6th | July 3rd | 30 | 4 |
| 27 | Week 4 Discussion Board | June 6th | July 3rd | 30 | 4 |
| 28 | Chapter 3 Exam | June 6th | July 10th | 75 | 5 |
| 29 | Section 4.1 Homework | June 6th | July 10th | 20 | 5 |
| 30 | Section 4.2 Homework | June 6th | July 10th | 20 | 5 |
| 31 | Section 4.3 Homework | June 6th | July 10th | 20 | 5 |
| 32 | Section 4.4 Homework | June 6th | July 10th | 20 | 5 |
| 33 | Week 5 Written Assignment | June 6th | July 10th | 30 | 5 |
| 34 | Week 5 Discussion Board | June 6th | July 10th | 30 | 5 |

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|----|---------------------------|----------|-----------|-----|---|
| 35 | Section 4.5 Homework | June 6th | July 17th | 20 | 6 |
| 36 | Section 4.6 Homework | June 6th | July 17th | 20 | 6 |
| 37 | Section 4.7 Homework | June 6th | July 17th | 20 | 6 |
| 38 | Chapter 4 Exam | June 6th | July 17th | 75 | 6 |
| 39 | Week 6 Written Assignment | June 6th | July 17th | 30 | 6 |
| 40 | Week 6 Discussion Board | June 6th | July 17th | 30 | 6 |
| 41 | Section 5.1 Homework | June 6th | July 24th | 20 | 7 |
| 42 | Section 5.3 Homework | June 6th | July 24th | 20 | 7 |
| 43 | Section 5.6 Homework | June 6th | July 24th | 20 | 7 |
| 44 | Section 5.7 Homework | June 6th | July 24th | 20 | 7 |
| 45 | Chapter 5 Exam | June 6th | July 24th | 75 | 7 |
| 46 | Week 7 Written Assignment | June 6th | July 24th | 30 | 7 |
| 47 | Week 7 Discussion Board | June 6th | July 24th | 30 | 7 |
| 48 | Section 6.1 Homework | June 6th | July 29th | 20 | 8 |
| 49 | Section 6.2 Homework | June 6th | July 29th | 20 | 8 |
| 50 | Section 6.3 Homework | June 6th | July 29th | 20 | 8 |
| 51 | Chapter 6 Exam | June 6th | July 29th | 75 | 8 |
| 52 | Final Exam | June 6th | July 29th | 180 | 8 |
| 53 | Week 8 Written Assignment | June 6th | July 29th | 30 | 8 |
| 54 | Week 8 Discussion Board | June 6th | July 29th | 30 | 8 |

IMPORTANT DATES
FOR SUMMER 2016

- 2016.06.06 - Classes begin
- 2016.06.08 - Last day to enroll in or add classes
- 2016.06.08 - Last day to drop a class with no grade record
- 2016.06.08 - Last day to drop a class with refund/no charges
- 2016.06.30 - Last day to complete final application for graduation
- 2016.07.14 - Last day to drop a class
- 2016.07.29 - Classes end

COURSE POLICIES

Attendance: The Registrar's office defines attendance in online classes as:

- *Stopped Attending:* Students who were participating online but have stopped submitting any assignments, etc. without contacting/making arrangements with you.
- *Never Attended:* Students who never accessed Blackboard to view the course or never completed any assignments that were due for the course.
- *Excessive Absences:* Students who have submitted some work but are infrequent in their participation or late on assignments-leading to a failing grade.

Since this is an online course, students are expected to be highly self-motivated. Enrollment in this course obligates the student to attend virtual class and to participate in virtual class activities and assignments. **It is imperative that you check the course website every day, at least five (5) times a week.** Lack of participation in this class will negatively affect your grade and/or your financial aide.

Late Assignments: No extra assignments will be given any time during the semester to bring up your grade. When extenuating circumstances arise, the instructor has the right to handle the situation on an individual basis. Excuses such as "The system was down" or "I couldn't get to a computer" are not considered extenuating circumstances. Do not wait until the last minute to complete and/or submit assignments and you will not encounter these types of problems.

Makeup Exams: No make up tests will be given. It is your responsibility to meet deadlines and

timelines for tests, even if they fall during holidays!

Expectations of Instructor and Students: All students are required to produce their own work unless the activity has been designed as a group project. Evidence of cheating will result in at least a zero for that activity. Students are expected to complete all assignments by the due date, participate in class discussions, and when difficulties arise, contact the instructor.

Students should expect a timely response to email questions and prompt grading and posting of assignments. Unless an announcement was posted indicating my lack of availability, you should receive a response to your email within 24 hours. If you haven't received a response within 24 hours, please email again just in case I overlooked it. Grading of, and posting of scores for, all assignments will be completed before the next assignment is due.

Other Policies: The instructor reserves the right to make adjustments to the syllabus and/or grading policy as needed in order to meet the instructional needs and goals of the class. Students will be notified of any adjustments to the syllabus.

There is a zero-tolerance policy concerning plagiarism and/or duplication of another individual's work. Besides making you feel horrible, you will receive a zero and the policy will be enforced under the guidelines of the *Academic Honesty Policy* for the University. Students are expected to work individually and turn in their own work. Any violation of academic honesty will be reported to the Office of Student Affairs.

The policies regarding academic misconduct are set forth in the institution's *Student Code of Responsibilities and Conduct*. Cheating will not be tolerated in any shape or form. If you are caught cheating, it will be reported to the appropriate academic offices, and appropriate action will be pursued.

COURSE
REQUIREMENTS

Timeframe for Participation: Students are required to participate in *Discussion Board questions*, *My Math Lab* assignments, written assignments and online tests. Student participation is critical to the success of the online class. You must be highly self-motivated.

The *Discussion Board* is where you and the instructor will make the class come alive. Participate early in discussion and often. Several areas will be available for posting responses:

- *Introductions and General Class Chat* - this is where we will all introduce ourselves at the beginning of the semester and where any class discussion that is not pertaining to the discussion question for the week is posted.
- *Graded Class Discussions* - this is where you will post your response to the weekly discussion questions and respond to at least two other students' posts. Be sure to read the instructor's comments over the course of the week as well. Post early and often as late posts may not be critiqued in time to receive full credit.
- *Homework and Exam Questions* - this is where you can post questions to homework assignments. Your fellow students should respond to your questions if they can. We should all work together as a team to ensure that everyone understands the material.
- *Just for Fun* - this is where you can post comments to your fellow students that may not pertain to the subject matter of the course. It is a place to have fun and perhaps indulge in some witty banter with your online classmates.
- *My Math Lab* - this is a forum for discussing all things pertaining to *My Math Lab*, which is the software that you will use and navigating to do your homework and exams.

A question is posted each week under *Graded Discussion* forum. There is no need to type your name, as the computer will automatically post your name when you post your response. Once the deadline

for the question has passed, I will make the posts unavailable. Remember, *Blackboard* automatically tracks and records every click of the mouse. The instructor can see whether or not you have logged on, the date and time you logged on, and what you accessed once you are logged on the sites. This is one way the instructor can determine if you have participated in the assignment and discussions or not.

Your response to the question and your posts to two other students' responses are required before the deadline for that week. Furthermore, you must attempt a solution to your weekly problem **no later than Wednesday** of the current week. Your contributions to the discussion board can add up to 240 points. To receive credit for participating, you must make meaningful contributions to the discussion boards each time a topic is available. Simply "I agree" or "I disagree" is not meaningful. You are required to post your solution/answer to a problem/question on the discussion board; you must also comment on at least two other posts for each topic of discussion. The idea is to 'discuss' the problem or topic. Be sure to carefully read and follow the instructions posted with each discussion.

Approximate Time Required for Individual Activities Approximately 20-24 hours per week will be required for successful completion of course requirements.

Expectations for Communications: This course will be conducted using a variety of instructional methods and learning activities, including but not limited to, virtual lectures/chats, discussion boards, homework, exams, written activities, and online activities. Read, read, and re-read directions and information carefully before emailing or calling for help. You will find most of your questions answered in the course syllabus or on the discussion board.

You are required to use your SE student email address when using Blackboard. In addition, you are required to regularly check your SE student email account. All email correspondence will be sent to your SE student email address. Refer to the *Blackboard* login page for details about your SE student email address. Be sure to include your name in the body of every email you send to me.

Activity and Other Assignment Expectations: Weekly assignments will all be posted by the beginning of the semester. The due dates for all assignments are listed in the table above. All components of the weekly assignments: (*My Math Lab* homework, written assignments, discussion board posts, etc.) must be submitted by 11:59 p.m. on the due date.

All homework assignments listed as "HW X.Y" will be completed online and submitted to the instructor through *My Math Lab*. To access the homework, click on *My Math Lab* from the main *Blackboard* menu. After logging into *My Math Lab* and selecting the correct course, simply click on the *Homework* menu item near the top of the page. You may work each homework assignment three times, with the best grade being automatically recorded. The homework assignment will be automatically graded and entered in the *My Math Lab* gradebook. After the due date for each assignment, I will enter the homework grades into the *Blackboard* gradebook.

All homework assignments listed as "Written Assignments" will be completed and submitted via email. These written assignments are weekly, and can be found by clicking on *Assignments* from the main *Blackboard* menu.

Survey Expectations: Chapter tests will be completed through *My Math Lab*. They will be available for an entire week and will consist of 25 problems. Do not wait until the last minute to take the test, as this will almost certainly create a situation where your Internet provider is unavailable or your computer will not operate. If you miss taking the test during the time it is available, for any reason, a zero will be recorded. Test dates are listed in bold in the Course Schedule table, previously given above. Unlike the homework assignments, where you have an unlimited number of attempts, you will have only three attempts at each exam.

The final exam is comprehensive and will be administered online through *My Math Lab*. The final will be posted for the last week of the semester (Sunday through Friday), with a designated time limit of 3 hours to complete the exam. There will be thirty problems on the final exam. Again, there will be no makeup exam given. If you miss taking the exam during the time it is available, for any reason, a zero will be recorded. You will, however, still be allowed three attempts at the final.

ASSESSMENT
(GRADING SYSTEM)

Each activity will incur points. Homework assignments on *My Math Lab* are worth 20 points each, and there are 31 homework assignments. At the end of each chapter, there will be a test, each of which will be worth 75 points. The cumulative final will be worth 180 points.

Besides homework and exams through *My Math Lab*, you will be required to participate in graded online discussions, and to hand in written assignments. There will be one of each of these two types of assignments per week, each being worth 30 points.

Grade Distribution Per Type of Assignment

| type | amounts | points | total | percent |
|---------------------|---------|--------|-------|---------|
| homework | 31 | 20 | 620 | 35.84% |
| exams | 6 | 75 | 525 | 30.35% |
| final exam | 1 | 180 | 180 | 10.41% |
| discussion boards | 8 | 30 | 240 | 13.87% |
| written assignments | 8 | 30 | 240 | 13.87% |

Rounding to the next letter grade is not automatic and will be at the discretion of the instructor. The grading scale is as follows:

| Letter Grade | Percentage Range | Points Range |
|--------------|------------------|--------------|
| A | 90-100 % | 1557-1730 |
| B | 80-89 % | 1384-1556 |
| C | 70-79 % | 1211-1383 |
| D | 60-69 % | 1038-1210 |
| F | 0-59 % | 0-1037 |

UNIVERSITY AND
SCHOOL POLICIES

Privacy: Available through the Southeastern Online Learning website or <http://www.se.edu/academics/general-information/students-rights/>

Academic Integrity: Available through the Southeastern Online Learning website or <http://homepages.se.edu/student-life/files/2009/10/student-handbook.pdf#page=6>

There is a zero-tolerance policy concerning plagiarism and/or duplication of another individual's work. Besides making you feel horrible, you will receive a zero and the policy will be enforced under the guidelines of the Academic Honesty Policy for the University. Students are expected to work individually and turn in their own work. Any violation of academic honesty will be reported to the Office of Student Affairs. The policies regarding academic misconduct are set forth in the institution's Student Code of Responsibilities and Conduct

SPECIAL
ACCOMMODATIONS

Any student needing special accommodations due to a disability should contact the Coordinator for Disability Services, GDJ Student Union, Suite 328 or call (580) 745-2392 (TDD# 745-2704). It is the responsibility of each student to make an official request for accommodations to the Coordinator.

AT-RISK STUDENTS Any student experiencing mental or emotional issues who desires free, confidential, clinical counseling is encouraged to contact the SE Counseling Center at (580) 745-2988 to schedule an appointment during normal working hours Monday – Friday, 8:00 AM to 5:00 PM. For after hours mental health emergencies, please call SE Campus Police at (580) 745-2911 or the Mental Health Crisis Hotline at 1-(800)-522-1090.

EQUAL OPPORTUNITY STATEMENT In Compliance with Title VI of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and other Federal Laws and Regulations, Southeastern Oklahoma State University does not discriminate on the basis of race, color, national origin, sex, sexual identity, sexual orientation, age, religion, handicap, disability, or status as a veteran in any of its policies, practices or procedures, this includes but is not limited to admissions, employment, financial aid, and educational services.

TITLE IX OF THE EDUCATION AMENDMENTS OF 1972 (20 U.S.C. §1681) states: “No person in the United States, shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance...” Southeastern Oklahoma State University does not discriminate on the basis of sex in its education programs or activities, in compliance with Title IX and the U.S. Department of Education’s regulations at 34 C.F.R. §§86.1 et seq. Individuals who believe they have been discriminated against on the basis of sex may contact S.E.’s Title IX Coordinator at (580) 745-3090, titleix@se.edu, or PMB 2750.