



- MATH 231/431 is extra time and review of key concepts related to our class. This is the **co-requisite portion** of our class.

Students have a **choice of enrollment type for the co-requisite portion of our class**, but you must make this choice during the first 2 weeks of the Fall Quarter. (That is, by 10/8/22.)

1. You can take this portion of your course for **credit (even though that credit will not transfer)**.
  - a. You will *pay for the 2.5 hours* our course.
  - b. You will be *graded* for this portion of the course. (Your grade will be the same as the 31 portion of our course).
  - c. The *grade that you receive for this portion of our class will be included in your De Anza College GPA (grade point average)*.
  - d. You will receive 2.5 hours credit for this course, but *those 2.5 hours are not transferrable to your later university*.
2. You can take this portion of your course as a **non-credit** course.
  - a. You will *not pay for the 2.5 hours of our course. That is, this portion of the course will be free for you*.
  - b. You will be graded for this portion of the course. (Your grade will be the same as the 31 portion of our course), but *the grade that you receive for this portion of your class will not be included in (and will not impact) your De Anza College GPA*.
  - c. You *will not receive any credit for this portion of your course*.
  - d. You must
    - i. Drop MATH D231.Q01, CRN 26008 by October 9, 2022
    - ii. Add MATH D431.Q01, CRN 27337 before October 8, 2022

*If you are on a student visa, receiving financial aid, or part of a sports team, College Promise, or some other program that has a minimum unit requirement, you should speak with a counselor or advisor before switching to this non-credit option.*

*One last item to keep in mind, once you make this decision, there's no going back. You must stay with your final choice.*

### **Class Structure**

In addition to homework assignments, online discussion boards, and exam/quiz preparation, we'll be spending 6.75 hours in class related time per week.

#### **Video Lectures Online (require approximately 2.25 hours/week)**

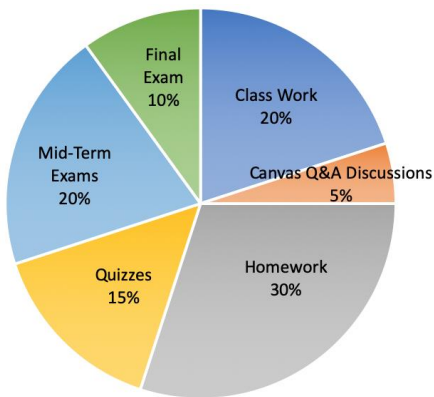
- Lectures and notes workbook are recorded and accessible in weekly Canvas Modules.
- Students are expected to watch these videos, filling out course notes as they watch the videos before topics are discussed during class time.
- Students are expected to enter class on Monday/Wednesday prepared to discuss the topics covered in videos and come with specific questions related to the material.

#### **In-Person Classes (On Campus in S-16) (approximately 4.50 hours/week)**

- This time will occur during scheduled class time - Mon and Wed at 4:00a – 6:15p.

## Grades

Grades will be assigned as follows:



Grade	Percentage	Grade	Percentage
A+	At least 98%	B -	80% – 81%
A	92% – 97%	C+	78% – 79%
A -	90% – 91%	C	70% – 77%
B+	88% – 89%	D	60% – 69%
B	82% – 87%	F	Under 60%

### Make up Policy – There are no make ups.

You must take the exams on the dates listed in Canvas. There are absolutely no make-up quizzes or exams. The final exam date and time have been determined and mandated by the college. No early/late final exam may be scheduled. If you know that you are unable to take the final at the date and time above, you must drop the class now.

### Dropped/Replaced Grades –

- 1) Lowest quiz score is dropped.
- 2) Lowest 2 homework scores will be dropped.
- 3) Lowest 1 discussion assignment is dropped.
- 4) Lowest 1 class work score will be dropped.
- 5) Lowest exam grade will be replaced by final exam grade *if* the final exam grade is higher than the lowest exam grade.

### Class Work (20% of course grade):

We'll complete work in groups during class time. You'll be asked to submit this handwritten work in pdf form.

### Discussions (5% of course grade):

Each week, students will participate in online discussion boards. You can either answer a question or ask a question. If you ask a question, it must not have already been asked. Just adding a "me too" to someone else's question isn't considered a valid entry.

Alternatively, you can (and are encouraged to) answer other students' questions.

**Homework (30% of course grade):**

Homework will be submitted on Canvas using WebAssign and also via scan submissions of handwritten exercises.

These are links that can help you access WebAssign through Canvas.

- Instructions for access:

[https://www.cengage.com/coursepages/DeAnza\\_DeAnzaGateway](https://www.cengage.com/coursepages/DeAnza_DeAnzaGateway)

You can work on any homework, save/submit your work, stop, and come back and add to it or change it later, just **remember to SAVE YOUR WORK**. WebAssign will keep track of your progress for you. *When you've completed the assignment, you must click on the Submit for Testing button to get credit.*

You can check your current homework scores by clicking on the **My Assignments** tab.

You can return to any assignment and check the *Solution Key* after the due date/time for the assignment. Click **My Assignments** then click **Past Assignments**.

If you have any further questions about homework, please ask me. Come to office hours or email me at [meshlisa@fhda.edu](mailto:meshlisa@fhda.edu) or ask at the beginning of any class.

**Quizzes (15% of your course grade):**

We'll have 6 or 7 quizzes. The lowest quiz will be dropped; however, you are not allowed to drop a quiz in which you cheat. Quiz dates are scheduled in, and specific dates may be adjusted as we progress through the quarter. Please keep up with adjustments via Canvas.

Quizzes will be timed to last about 20 – 30 minutes. Class policy is that there are no late or make-up quizzes, but your lowest quiz score will be dropped.

**Midterm Exams (20% of your course grade):**

We will have 4 *midterm exams through the quarter in addition to the final*. Midterm exams will last approximately 60 minutes.

Each of the midterm exams will cover only the material since the previous test.

Exams will be handwritten and will occur during class time.

Although tentative dates for these exams are posted in Canvas at the beginning of the quarter, we'll set each date firmly at least one week in advance.

I understand that you may be required to miss an exam because of circumstances in life, and my policy is that there are no late or make-up exams. That said, if you miss an exam, you'll earn an score of 0 on that exam....and....Your final exam score will replace your lowest midterm exam score, even if your lowest exam score is a zero. If your lowest mid-term exam score is the result of cheating or cell phone misuse, that score will not be replaced by the final exam score, but the next lowest will.

**Final Exam (10% of your course grade):**

*Our Final Exam will occur on Thursday, 12/12/22.*

The final exam will be 2 hours long, worth at least 10% of your final grade, and will be required.

It will be comprehensive and will include all material covered during the quarter.

The final exam will cover material from the whole course.

If English is a second language (ESL), you may use a print (not electronic) English translation dictionary is allowed for exams/quizzes.

*If you miss the final exam, you will receive a score of 0 on the Final Exam.*

*Please keep your work neatly written and organized.*

*If I can't read your work or track your logic, you may not receive full credit.*

**Tips for Success in our class.**

- Attend daily class sessions on Zoom.
- Ask questions. You can always e-mail me or ask questions during discussions or office hours.
- Work the assigned homework exercises (+ others!) and share questions.
- Take notes.
- Get help if you need it. Use resources in the Math, Science and Technology Learning Center
  - Resources can be accessed here.  
<http://deanza.edu/studentssuccess/servicesupdate.html>
  - For individual tutoring sessions, click here:  
[http://deanza.fhda.edu/studentssuccess/mstrc/weekly\\_ind.html](http://deanza.fhda.edu/studentssuccess/mstrc/weekly_ind.html)
- Work with others in this class. Share contact information with classmates and work together.
- Attend office hours. I'm happy to help, and I value your questions. If you have them, others will too.

**Accommodations for Students with Learning Differences:**

If you have questions about these services or your eligibility for support services or eligibility, contact one of the following resources:

- Disability Support Service (DSS): Student Services Building (408) 864-8753, TTY (408) 864-8748; <https://www.deanza.edu/dsps/dss/>

Speak with me privately or e-mail me regarding your accommodations.

**Academic Integrity:**

***Cheating and academic dishonesty*** aren't tolerated and can result in a grade of 0 or F for the assignment (quiz/exam/other assignment) or a grade of F for the course and referral to the Dean for academic discipline. *Just don't do it.* Any grade of 0 or F for dishonesty will be not be dropped and not replaced.

Cheating includes, but isn't limited to: copying from other students, permitting other students to copy from you, plagiarism, submitting work that isn't your own, using notes that don't meet permitted specifications, continuing to write/erase on an exam/quiz after permitted time has ended, changing your exam/quiz paper after it's been graded and then requesting a grading correction.

**HEFAS – Resource Center for Undocumented Students:**

HEFAS (Higher Education for AB 540 Students) provides free services, reduces financial stress and creates a safe space for all with an emphasis on undocumented and AB 540 students. They are dedicated to building leaders, promoting social justice, and giving students tools to reach higher education regardless of the barriers that may exist. HEFAS provides free services like books and testing materials and connects students to on and off campus resources including tutoring, counseling and legal aid.

Location: ECOT-2

Website: <https://www.deanza.edu/hefas>

**Key Dates**

**SEPTEMBER 26** Fall classes begin

**OCTOBER 8** Last day to [add classes](#)

**OCTOBER 9** Last day to [drop classes](#) without a W

**NOVEMBER 11** Veterans Day holiday – no classes; offices closed

**NOVEMBER 18** Last day to [drop classes](#) with a W

**NOVEMBER 24...** Thanksgiving holiday – no classes; offices closed

**DECEMBER 12-...** [Final exams](#)

*Our class final exam is scheduled to occur on **Monday, 12/12/22, 4 – 6p.***

**Disclaimer:**

Any of information in this syllabus is subject to change if the instructor finds it necessary. Changes will be announced during a class session and those who are absent will be held responsible for any announced changes to the syllabus.

*Thanks for reading this in detail.  
If you have any questions at all regarding our class, please ask.  
I'm really looking forward working together!*

**Calendar (Note that this is subject to change.)**

Week 1 (9/26 – 10/2)	Introduction 1.2, A5
Week 2 (10/3 – 10/9)	1.3, 1.4, 1.5, 1.6
Week 3 (10/10 – 10/16)	1.7, 1.8, 1.9
Week 4 (10/17 – 10/23)	<b>Exam 1</b> 2.1, 2.2, 2.3, 2.4
Week 5 (10/24 – 10/30)	2.5, 2.6, 2.7, A6
Week 6 (10/31 – 11/6)	<b>Exam 2</b> 3.1, 3.2, 3.3
Week 7 (11/7 – 11/13)	3.4, 3.5
Week 8 (11/14 – 11/20)	<b>Exam 3</b> 7.1, 7.2, 7.5
Week 9 (11/21 – 11/27)	9.1, 9.2, 9.3
Week 10 (11/28 – 12/4)	<b>Exam 4</b> 10.2, 10.3
Week 11 (12/5 – 12/11)	10.4 Review
Week 12 (12/12 – 12/17)	<b>Final Exam</b> (Monday, 12/12 @ 4 – 6p)

**Student Learning Outcome(s):**

\*Demonstrate sound algebraic techniques by applying proper mathematical notation to problems involving algebraic and transcendental functions.

**Office Hours:**

Zoom

M,T,W,TH

03:00 PM

03:50 PM