INSTRUCTOR'S INFORMATION
(Instructor reserves the right to amend this information as necessary.)

Semester and Year: Spring 2017
Meeting Dates: 3/20/2017 to 5/11/2017
Section: 83430
Class time and days: Online
Room: Online
Instructor: Praveena Dhayanithy
Contact Info: pdhayanithy@dccc.edu
Office Hours: MW 12:35 to 1:35 PM (M in M 119, TWR in L 241)
TR 10:00 to 11:00 AM
F 5:30 to 6:30 PM (online)
Office: L 241
Phone: 972 238 6105

Last date to withdraw:
Without a "W" 3/25/17
With a "W" 4/29/17
Final Exam Day and time:
Final Exam is available from 12:01 AM on 5/9 to 11:59 PM on 5/10
MyMathLab Course ID: In the syllabus in ecampus

Evaluation Procedures
The grade is computed by:
20% Assignments in MymathLab
52% 3 Exams
2% Syllabus Quiz and Information Sheet
6% Discussion Boards
20% Final Exam

Grades are assigned according to the following scale:
A: [90, 100], B: [80, 90), C: [70, 80), D: [60, 70), F: [0, 60)

Attendance Policy: In order to be successful, students must attend and participate in enrolled courses. In an online course, this includes working on assignments and exams submitting written work as specified, submitting required documents, participating in Discussion Boards.
Required Materials:
1. The textbook required for this course is Trigsted, K. *Trigonometry*, Pearson, 2012: 0-321-79064-2 Trigonometry with eText Reference for MyMathLab (contains the MyMathLab access code)

2. A graphing calculator is required. Any calculator in the TI-83 or Ti-84 family is recommended. However, it should be one without a computer algebra system or algebraic manipulation ability.

A 14-day temporary access to MyMathLab is available so that you may get started on the course. Your access must be updated with a valid, purchased code prior to the end of the 14 days or your access will be closed. Follow the instructions in the emails that you receive in order to update your account.

CAUTION:
Be careful not to purchase a regular MyMathLab code. It is not the correct code for this course and will cause you to have to purchase another code (the correct one) for this course

Tentative Class Calendar:

<table>
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<tr>
<th>No.</th>
<th>Date</th>
<th>Content</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>3/20</td>
<td>Setup in MML</td>
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<tr>
<td>2</td>
<td>3/21</td>
<td>Submit Info Sheet and Syllabus Quiz</td>
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<td>3</td>
<td>3/22</td>
<td>Assignment 0 on MML</td>
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<td>4</td>
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<td>5</td>
<td>3/24</td>
<td>Assignment 1.2</td>
<td>Last Date to withdraw without “W” 3/25</td>
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<td>6</td>
<td>3/27</td>
<td>Assignment 1.3</td>
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<td>3/28</td>
<td>Assignment 1.4</td>
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<tr>
<td>8</td>
<td>3/29</td>
<td>Assignment 1.5</td>
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<td>9</td>
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<td>13</td>
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<tr>
<td>18</td>
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<td>20</td>
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<td>21</td>
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<tr>
<td>22</td>
<td>4/19</td>
<td>Review for exam 2</td>
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<tr>
<td>23</td>
<td>4/20</td>
<td>Exam 2</td>
<td>Exam 2</td>
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<tr>
<td>24</td>
<td>4/21</td>
<td>Discussion Board 2 is due</td>
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<td>25</td>
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<tr>
<td>27</td>
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<td>Assignment 4.2</td>
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Instructor Policies and Suggestions for Student Success

Register for MyMathLab ASAP. Make sure that the email you use for MyMathLab is the same email that you supplied on your information sheet. You will need to have your course id, which is stated on the first page of this syllabus. Once registered, go into your course and run the Installation Wizard. This will ensure that all of the plugins work. Once that is complete, then you should be good to go.

- All of MyMathLab homework assignments are due by 11:59 PM (CST) on the due dates, exact due dates are available in the online homework system.
- IMPORTANT – you *must* include “Math 1316 834 30” in the subject line of all email messages sent to me; and sign your full name.
- MyMathLab does not accept work after it is due; time extensions and make-ups will not be given for on-line work. Allow time for computer problems -- do not wait until the last minute to submit work. Not having a functioning computer at home is not an acceptable excuse. This is an online class and requires access to the internet in order to do the work.
- Make sure your email in e campus, e Connect, and MyMathLab is correct. Read your email frequently.
- I send a bi-weekly email reminder that summarizes that day’s content and due dates.
- I will respond to emails as soon as I can, within two working days, provided that your emails include the course and section number in the subject line and your full name as a signature. Emails that are sent on Friday after 2:00 PM will be answered by the following working day of the next week. Voicemail works similarly.
- You need to plan on spending at least 12 hours per day, working on material, completing homework and studying.
- Tests are scheduled in the calendar above. There are no make-up exams or re-take on exams in this class. The Final Exam grade will replace a missing or lower Unit Exam score if the Final Exam score is higher.
- A Graphing Calculator is required. However, calculators with Computer Algebra System (CAS) are prohibited and will not be permitted on tests. There are help features for Graphing Calculator in Chapter Contents in MyMathLab, under Tools for Success.
• Make sure to complete ALL assignments and tests by the due dates (and time). No late work will be accepted, and there are no extra credit assignments.
• Final Exam is comprehensive and MANDATORY. No Exceptions!

General Comments
• Allow time for computer and/or internet problems – do not wait until the last minute to submit work.
• You have the option of either working from your home computer or from computers that are available on campus. If you choose to work from your personal computer, it is your responsibility to maintain both it and your internet service in good working order. If you choose to do your work at school, it is your responsibility to know the hours that a computer lab is available.
• Each student must provide his/her own graphing calculator. Under no circumstance can calculators be shared during any quiz, test, or exam. Phone calculators and computer calculators will not be permitted on quizzes, tests, or exams.
• Tech support for MyMathLab: 1-800-677-6337 M – F 7 am – 7 pm CST, and Sunday 4 pm – 11 pm CST, or email at Contact MyMathLab (www.mymathlab.com/contactus.html)

TESTING:
• All exams are online.
• Students must email me the work associated with the exam within an hour after you complete the exam. You will receive very little credit for the right answer that is not accompanied with the work associated.

Instructions for Submitting Written Work
When you do your work for submission, it should have your name on EVERY PAGE, what it is (Unit Exam 1, Written Assignment 1, etc), your course and section number. Without these items, you will not receive credit for your work. You may scan your work or take pictures of it with your phone or camera. Only one (1) document should be submitted in the email. If you have multiple images, open a word document and drag the pictures over to that file. The file name (.pdf only) should contain the following information: your name, section number, and what it is. Once you have done this, open the document and check that it is readable and that each piece of paper that you used is full size on a separate page in the document. If I cannot read it because it is tiny, blurry, etc, I will give no credit. Check your document as it would appear when printed --- I print the papers out. You can also use an app called CamScanner. It is available for both Apple and Android devices. It will use your phone or other tablet device as a scanner and you can put all of the pages of your work into one pdf. There are other Apps available as well. Documents must be sent as attachments to emails. They cannot be google docs or one-drive docs or zipped folders with multiple documents in them. I will only open one item to print, and I do not log in to another application to access your work. Please ensure that the work is not scanned sideways or upside down.
COURSE SPECIFIC INFORMATION

Catalog Course Description
In-depth study and applications of trigonometry including definitions, identities, inverse functions, solutions of equations, graphing, and solving triangles. Additional topics such as vectors, polar coordinates and parametric equations may be included.

Prerequisites
MATH 1314 or equivalent

Note: Math 1324 is not a sufficient equivalent course.

Learning Outcomes
Upon successful completion of this course, students will be able to:
1. Compute the values of trigonometric functions for key angles in all quadrants of the unit circle measured in degrees and radians.
2. Graph trigonometric functions and their transformations.
3. Prove trigonometric identities.
4. Solve trigonometric equations.
5. Solve right and oblique triangles.
6. Use the concepts of trigonometry to solve applications.
7. Compute the angular and real number values of the inverse trigonometric functions of real numbers.
8. Use vectors to describe physical situations.
9. Find and use the trigonometric (polar) form of complex numbers.

Core Statement
Math 1316 is a core course for Core 2015. It is in the Foundational Component Area of Mathematics. Courses in this category focus on quantitative literacy in logic, patterns, and relationships. Courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to everyday experience.
The following core objectives will be addressed and assessed through the content covered in this course:
- Critical Thinking Skills: to include creative thinking, innovation, inquiry, and analysis, evaluation and syntheses of information
- Communication Skills: to include effective development, interpretation and expression ideas through written, oral and visual communication
- Empirical and Quantitative Skills: to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
## Specific Content Coverage

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<th>Title</th>
<th>Objectives Covered</th>
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<td>More on Graphs of Sine and Cosine: Phase Shift</td>
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<td>2.3</td>
<td>The Graphs of the Tangent, Cosecant, Secant, and Cotangent Functions</td>
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<td>The product-to-Sum and Sum-to-Product Formulas</td>
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<td>The Dot Product</td>
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## Academic Dishonesty in Math Classes

Academically dishonest behavior is, in general, the representation of another’s work as one’s own. This includes unauthorized collaboration between students, and on exams it includes using books, notes, or other unauthorized materials or websites during the exam. Students who behave in academically dishonest ways may have their grade penalized, or be subject to disciplinary action by the Dean of Students. Students who collaborate during exams or use unauthorized materials or websites on exams may, at the instructor’s discretion, have the exam grade lowered or be given a grade of zero. In the instance that a student is given the grade of zero on a unit exam, the right of having this grade replaced with the Final Exam grade is forfeited. Students who are academically dishonest on the Final Exam may, at the instructor’s discretion, have the grade lowered, be given a grade of zero on the final, or be given the grade of F in the course.
RICHLAND COLLEGE POLICIES AND PROCEDURES

Academic Honesty
Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct available at Richland College Student Code of Conduct.

Academic Progress
Students are encouraged to discuss academic goals and degree completion with their instructors. Specific advising is available throughout the semester. Check Richland College Advising for more details.

Americans with Disabilities Act
If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office at 972-238-6180 (Voice/TTY), visit Thunderduck Hall, suite T120, or go to Richland College Disability Services Office.

Campus Emergency Operation Plan
Richland College and the Dallas County Community College District have developed policies and procedures for dealing with emergencies that may occur on campus. To familiarize yourself with these procedures, please take time to watch the overview video: DCCCD Media Video. The complete Emergency Operations Plan can be viewed and printed at the following website: Richland College Emergency. If you have questions or concerns, please contact the Richland College Office of Emergency Management. This office can be reached by phone (972-238-3794) or by e-mail at BOrton@dcccd.edu.

Contingency Plan
Richland College has developed an Instructional Contingency Plan for Temporary College Closing for On-Campus Courses. Please discuss this contingency plan with your instructor. For distance learning courses, your instructor will use email to contact students in the event of extended technology downtime. To assure work in the class continues, it is important for all students to have an accurate email address recorded in both eCampus and eConnect.

Discrimination and Sexual Misconduct Reporting Information and Requirements
Richland College is committed to ensuring that all community members learn and work in a welcoming and inclusive environment. We support the well-being and development of our students. Richland College prohibits discrimination, including harassment, against any employee on the basis of race, color, religion, national origin, age, disability, sex, sexual orientation, gender, gender identity, gender expression, or any other basis prohibited by law.
Title VII of the Civil Rights Act of 1964 prohibits retaliation or discrimination based on race, color, religion, age, and national origin. Title IX prohibits discrimination based on sex, sexual orientation, gender identity, and/or gender expression (failure to conform to stereotypical notions of masculinity or femininity); sexual misconduct (including sexual
harassment, non-consensual sexual contact, non-consensual sexual intercourse, and sexual exploitation); and sex/gender-based harassment.

Richland College faculty and staff members, unless deemed a confidential resource by law, have an obligation to report and respond to certain issues relating to the health and safety of college community members. This includes information shared with faculty and staff members in person, through electronic communications, or in class assignments. Faculty and staff members must report to the appropriate college officials any allegation of discrimination or harassment. In addition to reporting all discrimination and harassment claims, faculty and staff members are required to report allegations of dating or domestic violence, stalking or retaliation, child abuse or neglect, and/or credible threats of harm.

After receiving a report made by an employee, a Richland College official may want to contact the individual who initially shared the information with the employee. In almost all cases, the individual who shared the information with an employee may choose whether or not to speak with the Richland College official. The college does not guarantee the confidentiality of a report of sexual misconduct or discrimination unless the report is made to a Richland College Licensed Professional Counselor. Richland College Counseling Services, who does not have this reporting responsibility. Limits to counselor confidentiality are available at Richland College Counseling Services Confidentiality.

A report may also be made directly to the Richland College Title IX/EO Coordinator or Deputy Coordinator:

Bill Dial, PhD, PHR, SHRM-CP
Executive Director of Human Resources
Title IX Coordinator
bdial@dccc.edu
972-238-6386

Ms. Gloria Williams
College Director of Employee Relations
Deputy Title IX Coordinator
gloriawilliams@dccc.edu
972-238-6241

Further information may be found on the College website: Richland College Human Resources - TITLE IX - Sexual Misconduct

Financial Aid Attendance and Participation Requirements

Your instructor is required by law to validate/certify your attendance in your on-campus or online course(s) in order for you to receive financial aid. To meet the attendance requirement, you must attend and participate in your on-campus or online course(s) prior to the course certification date and continue beyond the course withdrawal date. You must participate in an academic related activity pertaining to the course such as but not limited to the following examples: initiating contact with your instructor to ask a question about the academic subject studied in the course; submitting an academic assignment; taking an exam; completing an interactive tutorial; participating in computer-assisted instruction; attending a study group that is assigned by the instructor; or participating in an online discussion about academic matters relating to the course. In an online class, simply logging in is not sufficient by itself to demonstrate academic attendance. You must
demonstrate that you are participating in your online class and are engaged in an academically related activity such as in the examples described above.

Religious and Ethnic Holiday Observance
Richland College honors the right of each student to observe the practices of their belief system. It is the student’s responsibility to provide their instructors a written justification for a religious accommodation by the third class meeting or the fourth day after the course begins for online courses. It is the responsibility of the instructor and student to negotiate completion of all missed assignments prior to the absence, if possible.

Repeating a Course
Dallas County Community Colleges charge additional tuition to students registering the third or subsequent time for a course taken at any of the DCCCD colleges since the fall 2002 semester. All third and subsequent attempts of the majority of credit and continuing education/workforce training courses will result in an additional tuition charge. Developmental Education and some other courses will not be charged a higher tuition rate. See Third Attempt to Enroll in a Course at DCCCD Third Course Attempt

RICHLAND COLLEGE'S QUALITY ENHANCEMENT PLAN ~ LEARNING TO LEARN: DEVELOPING LEARNING POWER: Richland College is piloting its Quality Enhancement Plan (QEP) in select classes. The QEP provides techniques, practices, and tools to help students develop the habits, traits or behaviors needed to be effective and successful lifelong learners in college and in life. For more information, please log onto http://www.richlandcollege.edu/qep/ This is a Developing Learning Power class and part of Richland College’s Learning to Learn: Developing Learning Power Quality Enhancement Plan (QEP) in which your professor uses specific Thinking Routines to help you develop your learning power, become an even more engaged, successful learner, and master course content. Participating in Thinking Routines provides you a greater understanding of how you best learn and offers you techniques to boost your capacity to change and learn through effort and the intentional practice of thinking. Developing Learning Power shapes an exceptional learning experience, helps you advance in your academic career, and fosters traits in you of an effective lifelong learner. At the end of the course, you will be asked to reflect on your experience through an assignment about how you have changed as a learner. For more information, please check Richland College Quality Enhancement Plan

Six Drop Rule
For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access DCCCD Six Drop Rule
Student Survey of Instruction
The Student Survey of Instruction (SSI) is designed to acquire information on the student perception of the quality of courses, faculty, and instruction, and to provide feedback information for improvement. In order to minimize the disruption in the classroom, the SSI is now being administered online in select courses. Students will take the survey through a link in eCampus. If you receive a request to complete the SSI, please do so as soon as possible. By completing this questionnaire, you will help the college and your instructors determine how we might improve your educational experiences. Your identity will remain strictly confidential and anonymous.

Syllabus Change Disclaimer
Instructors reserve the right to amend a syllabus as necessary.

Texas Success Initiative Assessment Requirements and Course Placement Guidelines
The Texas Success Initiative Assessment (TSIA) was designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSIA requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. Passing the TSIA is a prerequisite for enrollment in many college-level classes such as English 1301/1302, History 1301/1302, and Math 1314. Students who do not meet assessment standards must complete developmental courses in the deficient area with a grade of C or higher. Additional information is available from the TSI Office in T170T or T170S (phone no. 972-238-6115 or 972-238-3787) or at Richland College Texas Success Initiative - TSI.

Third Attempt to Enroll in a Course
See the policy at DCCCD Third Attempt to Enroll in a Course

Withdrawal Policy
If you are unable to complete this course, it is your responsibility to officially withdraw by the official drop date for this course. Failure to do so will result in a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop deadline, you will receive a “W” (withdraw). For more information about withdrawal procedures access the Richland College Admissions page on policy/procedures or contact the Admissions/Student Records office at 972-238-6948 (Thunderduck Hall, T170).