

Instructor: Dipendra Regmi**Office:** Math Sciences 435**Office Hours:** MWF 4:30-5:30 pm (or appointment)**Telephone:** (405) 744-2304**Email:** dregmi@math.okstate.edu**OCC Website:** oc.okstate.edu

University Catalog Description: Prerequisite(s): 1513 or equivalent, or concurrent enrollment. Trigonometric functions, logarithms, solution of triangles and applications to physical sciences. No credit for those with prior credit in 1715 or any course for which 1613 is a prerequisite.

Course Objective: Students will investigate triangles (right triangles) and circles. There will be an emphasis on gaining a deep conceptual understanding of topics through visual representations.

Some Initial Comments: Together with Math 1513, this course serves as a prerequisite to Math 2144 (Calculus I). To prepare adequately for calculus, students enrolled in this course will need to actively participate in their learning and take full ownership of their understanding. Do not be a passive sponge!

Required Book and Materials: The book that will be used is *Analytic Trigonometry with Applications, 9th edition* by Barnett, Ziegler, and Byleen. Additionally, you will need a scientific calculator. The Mathematics Department loans (for free) graphing calculators for the semester (Details will be provided).

Course Evaluation:

Course grades will be determined according to the following distribution:

Homework	100 pts
Examination 1	100 pts
Examination 2	100 pts
Examination 3	100 pts
Final Examination	100 pts
Final Examination	100 pts
TOTAL	600 pts

Letter grades will be assigned according to the following cumulative points:

540 to 600	A
480 up to 540	B
420 up to 480	C
360 up to 420	D
under 360	F

There will be no curving of the final course grade.

Homework Grade: Working and struggling with concepts is a *very* important activity. Students are expected to struggle. This means true and significant knowledge is being built. Therefore, there will be eleven homework assignments, each worth 10 points. Note that there are a possible 110 points; the homework grade will not exceed 100 points, though. Due to time constraints, not all problems on an assignment will be graded. However, students must understand how to work all assigned problems. Each assignment will be collected at the beginning of class. You must be present the entire period to turn in the assignment. Late homework assignments will not be accepted under any circumstances. Assignments turned in early will be accepted only if cleared by the instructor in advance. **Homework assignments must be submitted in the following manner:**

1. Your name must be prominently displayed on each page with work only on one side of a paper.
2. Textbook page and problem numbers must be prominently displayed next to each problem.

3. Problems must be submitted in the order in which they were assigned.
4. The pages must be stapled together, in proper order.
5. You must show all work to receive credit and all work must be neat, clear, and legible.

If these conditions are not met, your work will not be evaluated; it will be returned to you with the assigned grade of 0.

Examination Grade: There will be three preliminary exams and one comprehensive final exam. *Make-up examinations* will be given only for very **serious and unavoidable** conflicts, and *only if* your request to present a make-up examination is approved by your instructor **in advance**. If this condition is not satisfied, it is understood that the opportunity to present a make-up examination is voided. Tentative dates for the preliminary exams are as follows:

Exam 1	Friday, September 24
Exam 2	Friday, October 29
Exam 3	Friday, December 3

The final exam will be comprehensive and is scheduled for the following time:

Friday, December 17, 2:00-3:50 pm

Exam Replacement Score: Daily attendance is critically important. It is difficult, and sometimes impossible, to succeed in a college course without regular attendance. To encourage good study habits, I will allow attendance and participation to improve your grade. Based on how often you attend and participate in class, you will be assigned an "Attendance/Participation Score." Throughout the semester, you may earn an Attendance/Participation Score of up to 100 points. This *optional* score is a privilege that allows students who put forth good effort to improve their grade directly. The Exam Replacement Score may be used to replace one of the three preliminary exams or one of the final exam scores provided three conditions are met.

1. The Exam Replacement Score is greater than at least one of the three preliminary exams or final exam scores.
2. The student has received a score of 60% or better for at least one of the three preliminary exams or final exam scores.
3. The student has taken all four exams.

Attendance Policy and Grade: Students are expected to attend every class. Attendance will be taken for every class period. To be counted present, the student must arrive on time for class and stay the entire period. A role sheet will be passed around and each student must sign with his or her own signature. Signing someone else's name will be treated as academic misconduct. Each student will begin with an Attendance Grade of 100. For each absence, 5 points will be deducted from the Attendance Grade. More than 8 absences results in a grade of 0. Absences are not excusable. The Attendance Score will not be used to replace a homework score.

Daily Routine: On a normal day, approximately 10 minutes at the beginning of each class will be allotted for answering questions about the previous days' material. The remainder of the class period will be used for new material. Students should come to class each day having read the appropriate material in the book and having reviewed their notes from the previous class periods. Students should bring their notes and their books to each class period.

Mathematics Learning Resource Center (MLRC): The MLRC is a free tutoring service provided by the Mathematics Department. Located on the 4th floor of the Classroom Building, the MLRC is a useful place to

receive spot tutoring. To best use the MLRC, students should have honestly attempted the problems before asking the MLRC tutors for help. Students should not ask tutors to “teach” topics to them or to work out entire problems. This is counterproductive and interferes with proper, active learning. For more information about the MLRC and for operating hours, visit the MLRC website: <http://www.math.okstate.edu/mlrc>.

Office Hours: Coming to instructor office hours is another great way to utilize resources. During office hours, students will receive more one-on-one interaction with the instructor. The student should come prepared, though. Prior to coming to receive help during office hours, the student should actively think about a solution to the problem and propose this solution to the instructor. Do not expect to receive a “re-teaching” of topics or have entire problems worked out. Again, this interferes with proper, active learning.

Academic Integrity: The University has explicit rules governing academic integrity. Please consult the OSU Fall 2010 Syllabus Attachment mentioned above on the web. Working with another person can be helpful in learning the material. However, all written work submitted must be your own. Copying someone else’s problem solution or showing your written work to someone else is prohibited. Such behaviors are regarded as violations of academic integrity and will be treated according to the University’s policy. In order to be successful in learning the material and doing well on examinations, you must think very hard about the problems *before* discussing them with anyone else. Having someone else show how to work the entire problem is totally counterproductive and will not lead to lasting or deep understanding of the underlying concepts within the problem.

Special Accommodations for Students: According to the Americans with Disabilities Act, each student with a disability is responsible for notifying the University of his/her disability and requesting accommodations. If you think you have a qualified disability and need special accommodations, you should notify the instructor and request verification of eligibility for accommodations from the Office of Student Disability Services. Please advise the instructor of your disability as soon as possible, and contact Student Disability Services, to ensure timely implementation of appropriate accommodations. Faculties have an obligation to respond when they receive official notice of a disability but are under no obligation to provide retroactive accommodations. To receive services, you must submit appropriate documentation and complete an intake process during which the existence of a qualified disability is verified and reasonable accommodations are identified. Call 405-744-7116 or go to <http://www.okstate.edu/ucs/stdis/>. (OSU Fall 2010 Syllabus Attachment).

Drop and Withdrawal Policy “Dropping” means you are withdrawing from a specific course but you are still enrolled in at least one other OSU course; the last day to drop a course with an automatic grade of “W” is November 12, 2010. “Withdrawal” means you are dropping *all courses* you are and no longer enrolled for the current semester; the last day to withdraw completely from OSU classes with an assigned grade of “W” or “F” is December 3, 2010. Additional information about “dropping” and “withdrawing” is available on the Fall 2010 Syllabus Attachment. IT IS YOUR RESPONSIBILITY TO KNOW AND COMPLY WITH ALL DEADLINES.

Incomplete Grade: The grade of “I” is given to a student who satisfactorily completed the majority of the course work and whose work averages “D” or better, but who has been *unavoidably* prevented from completing the remaining work of the course.

Additional Information: Please consult the OSU Fall 2010 Syllabus Attachment for further guidance on important issues. A copy of the syllabus attachment can be found at:

<http://osu.okstate.edu/acadaffr/aa/PDF%20Files/sylatfa.pdf>

Important Note: While sitting in class, students are expected to show common courtesies to everyone else. Please refrain from distractive behavior. Discourteous students will be asked to leave the class for that day and any work that is due will not be accepted. **Additionally, the use of electronic devices such as cell phones, BlackBerries, iPhones, iPods and their ilk is strictly prohibited at all times!!!** Students engaged in activities such as texting, listening to music, answering cell phones, emailing etc. will be asked to leave the class (and will be allowed to return to class only after speaking with the instructor) and any work that is due that day will not be accepted. The moral of the story is: ***Turn it off!***

Final Note Any changes in this syllabus will be communicated to you by the instructor in class



OKLAHOMA STATE UNIVERSITY SYLLABUS ATTACHMENT FALL 2010

<http://osu.okstate.edu/acadaffr/aa/syllabusattachment-Fall.htm>

WE ARE VERY CONCERNED ABOUT YOUR SUCCESS AS A STUDENT AT OSU. THIS INFORMATION IS PROVIDED TO ANSWER QUESTIONS MOST OFTEN ASKED BY STUDENTS.

IMPORTANT DATES

Last day to add a class (without instructor permission)	8/30/10
Last day to drop a course with no grade and no fees charged for courses	8/30/10
Last day to withdraw completely from the University and receive a 100% refund	8/30/10
Last day to add a class (with instructor permission)	9/03/10
Last day to drop a course with an automatic "W" and receive a 50% refund	9/03/10
Last day to withdraw completely from the University and receive a 50% refund	9/03/10
Last day to post 6 week grades for 1000 & 2000 level courses	10/5/10
Last day to file diploma application	11/1/10
Last day to drop a class with an automatic "W"	11/12/10
Last day to withdraw completely from the University with an automatic "W"	11/12/10
Last day to withdraw completely from all OSU classes with an assigned "W" or "F"	12/3/10
Pre-Finals week	12/6- 12/10/10
Final examinations	12/13 - 12/17/10

Note: For outreach, internet, and short course drop/add dates, see the **Short Courses** link on the Registrar's [Academic Calendar](#) webpage.

FALL SEMESTER HOLIDAYS

Labor Day	9/6/10
Fall Break	10/15/10
Thanksgiving Break*	11/24 - 11/26/10

*University closed Thursday & Friday, no classes Wednesday

DROPPING A COURSE AND WITHDRAWING FROM THE UNIVERSITY

Students often confuse these terms

<http://osu.okstate.edu/acadaffr/DropAdd.htm>.

Dropping a Course (or courses) may occur during the first twelve weeks of the semester. This means, however, that you are still enrolled in at least one other OSU course. (Remedial courses cannot be dropped without written permission of the advisor.) *After the twelfth week (November 12, 2010), a course may be dropped by petition but **only** when verifiable extenuating circumstances can be demonstrated.* Verifiable extenuating circumstances must be reasons beyond your control, such as illness or accidental injury.

Poor performance in class is not an extenuating circumstance.

You must obtain a petition to drop a course after the deadline from your advisor and get the signature of your advisor and dean with a grade of "W" or "F" assigned by the instructor. The Late Drop Panel must then approve the petition.

Withdrawing from the university means that you are dropping *all* of your courses and **are no longer enrolled for the current semester**. This may occur until the Friday before pre-finals week (December 3, 2010). The withdrawal process is initiated in your dean's office. **CHECK THE IMPORTANT DATES SECTION FOR THE "DROP" AND "WITHDRAWAL" DEADLINES FOR THIS SEMESTER.**

ACADEMIC INTEGRITY POLICY

Oklahoma State University is committed to the maintenance of the highest standards of integrity and ethical conduct of its members. This level of ethical behavior and integrity will be maintained in this course. Participating in a behavior that violates academic integrity (e.g., unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, fabricating information, helping another person cheat, unauthorized advance access to examinations, altering or destroying the work of others, and fraudulently altering academic records) will result in your being sanctioned. Violations may subject you to disciplinary action including the following: receiving a failing grade on an assignment, examination or course, receiving a notation of a violation of academic integrity on your transcript, and being suspended from the University. You have the right to appeal the charge. Contact the Office of Academic Affairs, 101 Whitehurst, 405-744-5627. Go to academicintegrity.okstate.edu for a short video on OSU's academic integrity policy and additional information.



CLASS ATTENDANCE IS IMPORTANT

Class attendance is a critical component of learning; therefore, you are expected to attend and participate fully in all scheduled class meetings. Many instructors consider attendance so essential that your grade may be affected by your absence. *SOME DEPARTMENTS AND PROFESSORS HAVE MANDATORY ATTENDANCE POLICIES.* If no written attendance policy is provided before the last day to add a class without instructor permission, no penalty may be assessed for class absences although you may not be permitted to make up certain in-class activities. If you are required to participate in official university-sponsored activities or military training you should receive an excused absence unless the written course attendance policy indicates otherwise. If you will be absent from class for sponsored activities, you must provide prior notification of the planned absence to the instructor. You may be required to submit assignments or take examinations before the planned absence.

If you must be absent from classes due to illness or other extenuating circumstances, it is your responsibility to notify instructors at the earliest possible time and determine if missed assignments can be submitted.

PRE-FINALS WEEK POLICY

Final examinations are scheduled at the end of each semester and are preceded by pre-finals week, which begins seven days prior to the first day of finals. During pre-finals week, all normal class activities will continue; however, no assignment, test, or examination

accounting for more than 5% of the course grade may be given; and no activity or field trip may be scheduled that conflicts with another class. This excludes makeup and laboratory examinations, out-of-class assignments (or projects) made prior to pre-finals week, and independent study courses. No student or campus organization may hold meetings, banquets, receptions, or may sponsor or participate in any activity, program, or related function that requires student participation. Contact the Office of Academic Affairs, 405-744-5627, 101 Whitehurst.

FINAL EXAM OVERLOAD POLICY

In the event that you have three or more final exams scheduled for a single day, you are entitled to arrange with the faculty member instructing the highest numbered course (4 digit course number) or two highest, if you have four finals on one day, to re-schedule that examination(s) at a time of mutual convenience during final exam week. You may not reschedule common final exams unless you have common exams scheduled at the same time. You should submit this request in writing, with a copy of your class schedule, at least two weeks prior to the beginning of final exam week. The faculty member has one week prior to the beginning of final exam week to arrange a mutually convenient time for administration of the final exam, after which you take the request to the Office of Academic Affairs, 101 Whitehurst.

INFORMATION TECHNOLOGY

Student Email - OSU uses your OKSTATE.EDU email address for electronic correspondence. If you do not use the OSU email system you must redirect your okstate.edu email using the Orange-Key System (www.okey.okstate.edu). Failure to maintain an accurate email address may result in missed or lost university communications. For email assistance contact the IT Helpdesk at 405-744-HELP (4357).

Computer Labs - A complete description of computer labs and hours of operations are available at their website: <https://it.sharepoint.okstate.edu/TechnologySupport/DeskSide/labs/>. Lab information is also available by calling the Information Technology Help Desk, 405-744-HELP (4357).

LIBRARY HOURS

Edmon Low Library (405-744-5029)

Monday-Thursday	7:30 a.m.- 2:00 a.m.
Friday	7:30 a.m. - midnight
Saturday	10:00 a.m. - midnight
Sunday	10:00 a.m.- 2:00 a.m.

*Hours will vary during University holidays.

*Contact the following for information on hours of operation:

Architecture Library	405-744-6047
Curriculum Materials Library	405-744-6310
Veterinary Medicine Library	405-744-6655

Library web address: www.library.okstate.edu

GENERAL EXPECTATIONS OF STUDENTS

By enrolling at Oklahoma State University, you accept responsibility for complying with all University policies and contracts, and for local, state and federal laws on- or off-campus that relate to the University's mission. **The Student Rights and Responsibilities Governing Student Behavior** document explains the standards of behavior expected of you, processes in place for enforcing the rules, and the University's response to violations (<http://www.okstate.edu/ucs/SCEA/>). In general, the University expects you to respect the rights of others and authority, represent yourself truthfully and accurately at all times, respect private and public property, and take responsibility for your own actions and the actions of your guests. Call 405-744-5470 for more information.

WHERE TO GO FOR HELP

Instructor - If you have questions regarding your class, talk to your instructor. Faculty members usually include their office hours and/or phone number in the class syllabus. If you cannot locate this information, set a time to meet with your instructor by speaking with him/her prior to or immediately following your class session or check with the departmental office on when the instructor may be available.

Academic Advisor - All students will benefit by conferring with an advisor on a regular basis. If you do not know your advisor, or are unhappy with your advisor, talk to the Student Services Director for your college.

Academic911.okstate.edu - Your online resource for academic and personal success, sponsored by Student Affairs.

Mathematics Learning Resource Center (4th Floor, Classroom Building) Tutors are available to answer questions for classes ranging from Beginning Algebra through Calculus II. Tutoring for Differential Equations and Linear Algebra is offered at specific times. Go to www.math.okstate.edu/mlrc or call 405-744-5818.

Writing Center (104 Morrill Hall) The Writing Center helps writers throughout the composing process; you should plan to visit early and often throughout the semester, not just the day before an assignment is due. Tutors will work with you to improve your brainstorming, organizational, and composing techniques. Call 405-744-6671 or go to english.okstate.edu/writing.

Tutoring (214 Student Union) University Academic Services offers free individual tutoring for a variety of courses. Call 405-744-5333. www.okstate.edu/ucs/tutoring.html lists other tutoring services.

University Counseling Services (001 Cordell) Professional counselors offer confidential personal and/or career counseling. Call 405-744-5472 or 405-744-7007 or www.okstate.edu/ucs/Counselingservice.htm.

Office of Student Disability Services (015 University Health Services) - According to the Americans with Disabilities Act, each student with a disability is responsible for notifying the University of his/her disability and requesting accommodations. If you think you have a qualified disability and need special accommodations, you should notify the instructor and request verification of eligibility for accommodations from the Office of Student Disability Services. Please advise the instructor of your disability as soon as possible, and contact Student Disability Services, to ensure timely implementation of appropriate accommodations. Faculty have an obligation to respond when they receive official notice of a disability but are under no obligation to provide retroactive accommodations. To receive services, you must submit appropriate documentation and complete an intake process during which the existence of a qualified disability is verified and reasonable accommodations are identified. Call 405-744-7116 or go to www.okstate.edu/ucs/stdis/.

Office of Affirmative Action (408 Whitehurst) Oklahoma State University policy prohibits discrimination based upon gender, race, color, ethnicity, age, religion, national origin, veteran's status, disability, or sexual orientation. If you believe that you are being discriminated against, you may discuss your concerns and file informal or formal complaints with Mackenzie Wilfong, J.D., 405-744-5371.

SEEK ANSWERS TO YOUR QUESTIONS

The OSU faculty and staff want you to be successful in your educational pursuits. If you have questions or concerns, seek help **EARLY**. We are here to assist you.

Trigonometry Performance Summary Sheet

[illegible]