

MATH 31 & 231 - Q02
De Anza College-Fall 2023

Instructor: Maryam Arvizu - arvizumaryam@fhda.edu
(Always start your e-mail subject line with "Math 31 & 231—Q02")

College: De Anza College, PSME Division, Mathematics Department

Class Meetings:

Mon, Wed, Thr: 11 AM-1:30 PM In Room L62 Please Refer to Tentative schedule

Math 31 & 231 will be treated as one class. We are working with Pre-Calc 1 with extra help for Algebra we use in Math 31.

Attendance: Attendance is required. You can miss up to 5 class without being dropped.

(Not including the classes we do not meet)

You are responsible for any missed assignments for any reason.

Please understand that there is **no make-up on any assignments.**

Office Hours: *No Office hours on the days of online exam and on 11/16*

Mon 8-8:30 am —Room G2 Thr 1:15-2 pm —Room L62

You can always me email as well. Please allow at least 24/48hrs- Longer over the weekends.

Withdrawal/Drop Policy:

It is the ultimate responsibility of the student to formally drop the class. Do not rely on the instructor to drop before the dates listed by school.

Required Course Materials: Lumen OHM

This course uses OHM, a set of digital course materials instead of a traditional textbook. You can access all readings, videos, quizzes and other activities **through Canvas**. You can either purchase right at the beginning or start a 14 days trial period through canvas and before the trial period ends, purchase. The cost to purchase OHM is \$25.

Accessing OHM Course from Canvas:

Student Instructions to log into OHM via **Canvas**:

1. Log into Canvas and click on one of the OHM assignments
2. You will be prompted to enter an access code, buy direct, or start the 14 day free trial. (We will NOT be using the "access code" option)

There will be only one Canvas shell for both math 31 & 231.

OHM Technical Support Recommendation:

Helpful resources for your success with Lumen's Online Homework Manager (OHM):

- [Help from our Technical Support team](#) (there's also a yellow HELP button in OHM for this!)

Students rarely have technical support issues. When they do arise, they can be resolved by doing one or more of the following:

Updating the browser. Trying a different browser (Chrome or Firefox are recommended)

Restarting the computer. Asking instructor and/or institution's help desk for help

If none of the above resolves the issue, the instructor can connect the student with Lumen's Support Team by providing student contact information, the course ID and a description of the issue via the yellow Help button in the upper right corner of OHM.

Evaluation:

Grades will be determined as follows	
Assignment (online Hw)	14%
Quizzes (5 out of 6 Quizzes) - Each 3% The lowest Quiz will be dropped	15%
Exams 4 - Each 17% (Lowest will be Dropped)	51%
Final Exam (On Campus/Specific time)	20%

Online Hw: Each chapter has a few sections. There is an online hw for each section. Online hw will be close on the exam day for that chapter. You can take these assignments as many times as you need anytime during the time period they are open, until they close. For most problems, there are videos attached that help with solving the problem. Once pass due date you can not open them and you will miss the points assigned to that hw so please plan accordingly with respect to due dates. No Make-up on Hw assignments.

In Class and Online Quizzes: We will have 6 Quizzes total. The lowest quiz will be dropped Out of 6 quizzes there will be some online and some in the class when we meet. Please refer to the tentative schedule to see the dates. There is no make-up on Quizzes.

The online quizzes will be available on Canvas and on the specific dates listed on our tentative schedule as well.

To receive full points on each problem, you have to attach your work on online quizzes and show work on the quiz for the in class quizzes.

Online Quizzes : Please work the problems out on the paper, take a picture and attach it to the boxes/box provided. You can upload your work to each problem individually or you can upload one picture of all your work for all problems to the first or last problem on a quiz or exam. You can take the online quiz twice (Lowest score out of two attempts will be dropped). Time on online quizzes is limited.

No work means no points on both online and in class quizzes. All problems on the quizzes will be taken from your hw assignments.

In Class and online Exams:

For the dates of Exams please refer to the tentative schedule. There will be 4 Exams and a final exam on the final's week. To receive full credit on exams work must be shown whether you take it in class or online.

The lowest exam out of 4 exam will be dropped. The Final exam will not be dropped and is comprehensive (over all chapters 1-4)

Online Exam:

Out of our 4 exams 2 will be online and on those days we will not meet in the class. During the class time, you will be taking your exam online. They also will be available on Canvas.

Exams will be very similar to problems you have on hw assignments and quizzes.

So if you practice and go over your hw, you will do very well on the exams. **No Make-up Exams will be given.**

Make-Up:

There are no make-ups for missed hw, exams nor quizzes. Missed hw/Exams/Quizzes will have a Zero grade. (The lowest quiz and Exam will be dropped)

Changes to Tentative Schedule

Information on this syllabus may be changed during the quarter, but I will inform you in advance via email/Canvas announcements.

Please:

Do not wait until it is too late to complete assignments or study! If possible, start a study group! Take advantage of the Tutoring available in school.

Important: In order to receive full points on your quizzes and exams you have to
Online: show full work by uploading your work in the box provided under each question.
In-class: Show full work on your exam/quiz.

Make-Up:

There are no make-ups for missed exams or quizzes. Missed Exams/Quizzes will have a Zero grade. (The lowest quiz will be dropped)

Academic Integrity:

We are responsible for our actions and behavior in the class. Please note that any behavior that is not appropriate, may be reported to the PSME dean and subsequent action may be taken.

Other Information:

- All students are expected to understand the college policy on cheating as outlined in the student handbook. **Plagiarism (submitting another's work as your own) will result in an immediate failure for the course for your entire group.**
- Read the **Frequently Asked Questions** on the website for other policies and procedures.
- If you feel that you may need an accommodation based on the impact of a disability, you should contact me privately to discuss your specific needs. Also, please contact Disability Support Services (864-8753) or Educational Diagnostic Center (864-8839) for information or questions about eligibility, services and accommodations for physical (DSS), psychological (DSS) or learning (EDC) disabilities.

Student Learning Outcome(s):

- Investigate, evaluate, and differentiate between algebraic and transcendental functions in their graphic, formulaic, and tabular representations.
- Synthesize, model, and communicate real-life applications and phenomena using algebraic and transcendental functions.

Office Hours:

M	08:00 AM	08:25 AM	In-Person	G2
TH	01:15 PM	02:00 PM	In-Person	L26
W	06:15 PM	07:00 PM	Zoom	Zoom