Instructor: Prof. Devoe  
Office: Suite 106-B, 1st floor, Boyd Building  
Office Phone: 678-839-4139  
Email: mdevoe@westga.edu  
Office Hours: M W 12:15 PM — 1:15 PM, or F 9:00 AM – 10:00 AM (in room 205) , or by appointment  

Textbook: College Algebra and Trigonometry, by Abramson, Openstax or https://openstax.org/details/books/algebra-and-trigonometry  

Course Description: This course will cover Chapters 2-8 of the text book. Throughout this course you will learn about exponential and logarithmic functions, trigonometric functions, equations, and identities, inverse trigonometric functions, vectors and their applications, graphs of polar coordinates, systems of linear equations, system of equations and finally matrices. This course is designed to prepare students for calculus, physics and related subjects.  

Course Content:  

I. Functions  
   a. Composition and Inverse functions  
II. Polynomials and Rational functions  
III. Exponential and Logarithmic functions  
IV. Trigonometric Functions  
V. Analytic Trigonometry  
VI. Additional Topic in Trigonometry  
   a. Law of Sines, Law of Cosines, Polar Coordinates, and Vectors  
VII. System of Equations  
VIII. Matrices and Determinants  

** Not necessarily in this order. The Chapters or sections will be announced. This course syllabus provides a general plan for the course; deviations may be necessary.  

Homework: Problems will be assigned regularly and problems will be discussed in class. It expected that homework will be done on a timely basis, at least several times a week. However, homework will not be collected and graded. It is virtually impossible to learn the material without doing the homework on a regular basis. It is your responsibility to do the homework and to ask questions about it if you do not understand whether or not you have done it correctly. You are responsible for all material covered in class, whether or not you attended this class. Homework exercises can be found in CourseDen on the announcement board.  

Procedures: Class meets three times a week. Taking good notes during the class is of paramount importance. Homework will be assigned in each class. After class read the book, read your notes and do as many of the homework problems as you can prior to the next class. Try to get the remaining problems explained in the beginning of the next class or during the next office hours. Again, you are responsible for all materials covered in class, whether or not you attended this class.
**Team Competitions:** There will be three to four team competitions during the last 20 minutes of class. Each competition consists of problems similar to in-class problems and the homework. The purpose of these competitions is to take attendance and to keep you up-to-date in the course. During this assignment activity you will get into groups of five or less and complete a competition assignment as a group. The first team to complete and submit all competition problems correct will receive an extra bonus point towards your team score. **Make-up competitions will not be given.**

**Exams:** There will be three one-hour in-class exams and one comprehensive final exam. All hourly exams will be taken during the regular class time in the regular classroom. Books and notes will not be allowed on any tests. Missed exams will receive a grade of 0. **Any conflicts must be worked out ahead of time. There will be no make up exams after the test day except in an extreme verifiable emergency.** We will have a review session before each hour exam.

**Calculator Policy:** You will be free to use a STAND ALONE calculator (i.e. NOT a part of your cell phone/ipod/pager, etc) or any graphing calculator, but don’t forget that you will be asked to provide full working for many questions in your tests and the final. You are not allowed to share calculator with any other party in your class during any in class quiz or exam unless permitted by your instructor.

**Student – Professor Meeting:** The student is required to meet with the instructor once during the semester. The instructor will contact the student via their westga student email to schedule the first appointment. The student must respond to the initial teacher email within 2 weeks to schedule an appointment. If a student fails to make their appointment time, they can reschedule once. If they fail to make the appointment a second time, they will receive a 0% for the grade.

**If there is any issue with a student receiving an initial email, it is the student’s responsibility to contact the instructor no later than 9/28/18 to schedule an appointment.**

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**Team Competition dates:** 8/31, 10/3, 11/9, 11/30  
**Exam dates:** 9/10, 10/10, and 11/14  
**Final Exam:** Wednesday, December 12 11:00am - 1:00pm

**Grading:**  
Student – Professor Meeting:  5 %  
Team Competitions:  20 %  
Exams:  45 %  
Class Participation:  5 %  
Final Exam:  25 %

**Grading Scale:** 90% - A; 80% - B; 80%; 70% - C; 60% - D; 0%-F

**Materials Needed:**  
Graph Paper  
3-Ring Binder with notebook paper  
Scientific Calculator (suggest at least TI-30X) or Graphing Calculator (suggest at least TI-83/84)  
**TI-89 and other equivalent calculators will not be allowed**

**Attendance:** Regular attendance is required (see University policy in the General Catalog), and you are expected to come to class on time. Roll will usually be taken at the beginning of class by sign-up sheet; it is your responsibility to sign the sheet. If you are late, and sign-up sheet has already been collected, see the instructor after class. Anyone who is absent for 6 days or more without prior arrangement may be withdrawn by the instructor for excessive absences or may receive a failing grade.
**Disruptive Behavior:** Behavior that disrupts the classroom learning environment will not be tolerated. Such behavior includes talking during class, use of cellular phones or other electronic devices during class and violent or abusive speech (see University policy in the General Catalog). Student exhibiting such behavior will be removed from the class, and/or be withdrawn from the course with a grade of WF, and/or receive more serious penalties specified in University policies or state law.

**Plagiarism:** All work should be done independently by the student submitting it; deviation from this requirement is grounds for a failing grade and notification of the Dean of Students.

**Last Day to Withdraw without grade of “WF”:** Monday, October 8
If you withdraw from this class on or before W-day (8 Oct 2018), you will receive a W for the class regardless of your performance provided that you have not exceeded your 6 withdrawals. If you do a withdraw after this date, you will receive a WF if your average is not 70 or higher.

**Academic assistance at UWG:**
- Visit the Math Tutoring Center 205 Boyd Building (phone: 678-839-4140)
- Visit the Center for Academic Success for Learning assistance, Test anxiety classes, and Student support services in Room 204 of the University Community Center (UCC) (phone: 678-839-2472)
  [https://www.westga.edu/student-services/cas/academic-coaching.php](https://www.westga.edu/student-services/cas/academic-coaching.php)
- Visit the Center for Academic Success (phone: 678-839-6280) located in Room 204 of the University Community Center (UCC) for supplemental instruction and tutoring. [https://www.westga.edu/student-services/cas/tutoring.php](https://www.westga.edu/student-services/cas/tutoring.php).

Students, please carefully review the following information at this link [https://www.westga.edu/administration/vpaa/common-language-course-syllabi.php](https://www.westga.edu/administration/vpaa/common-language-course-syllabi.php). It contains important material pertaining to your rights and responsibilities in this class. Because these statements are updated as federal, state, university, and accreditation standards change, you should review the information each semester.

**EXAMPLE OF FINAL GRADE COMPUTATION:**
- Student – Professor Meeting: 100
- In Class Participation: 100
- Team Competition Average: 78
- Exam Grades: T1 = 88, T2 = 72, T3 = 68
- Final Exam: 74
- Final Grade: \(.05*100 + .05*100 + .2*78 + .45*(88 + 72 + 68)/3 + .25*74 = 78.3\)

**Keys to Success in this Course**

1. Do all the assignments yourself. Getting help from me, or another student is fine, but NEVER just copy someone else’s work.
2. ALWAYS copy the problem before working it. (Exception: word problems.)
3. ALWAYS show your work. Turning in a list of answers is not acceptable and a waste of your time. (Exception: problems meant to be done mentally--I’ll let you know.)
4. WRITE DOWN everything I do on the overhead.
5. Make sure you understand what I’m talking about. If you don’t, ask me to please go over it again.
6. Make sure you are able to do assignment problems WITHOUT looking at a "model" or "sample" problem. You may need a model for the first few problems, but try to get beyond the need for it quickly. (This is a critical step for doing well on tests.)
7. Check all odd numbered problems with the answers in the back of the book AFTER you have completed the problem on your own. If you missed it, figure out why you missed it.
8. Before each test, try to work some of each type problem that is being covered. Be able to do them WITHOUT a model. There will be no model on the test!
10. Come see me during office hours or go to the MAC Lab if you find an assignment especially difficult. If you are having problems, TELL ME ABOUT IT!
11. Learn to PAY VERY CLOSE ATTENTION TO DETAILS. In mathematics you must learn to pay attention to every letter, every minus sign, every parenthesis, etc. Many students lose lots of points because of carelessness and inattention to detail!