

# Prep Pre-Calculus Course Syllabus 2013-2014

Mrs. Tanya Taylor-Duncan

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Room #: N220

**Lesson Plans:** <http://www.houstonisd.org/Page/77283>

**Meeting Times:** 1<sup>st</sup>, 2<sup>nd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>

**Tutorial Times:** Monday – Friday  
first 25 minutes of lunch

**Goal:** Prepare students for the next step in their lives through a good understanding of Pre-Calculus. You have learned lots of rules in other math classes and this class is more about why these rules work and then using them in real world applications.

## Resources and Materials:

- Textbook: Precalculus Enhanced with Graphing Utilities (*keep at home as a resource*)
- *Stu Schwartz's Lecture Notes for Pre-Calculus* Manual (**BRING EVERY DAY**)
- Graphing Calculator (**BRING EVERY DAY**)
- **Organized** binder (**BRING EVERY DAY**)
- PENCILS (**BRING EVERY DAY**)
- Straightedge (Student ID, **BRING EVERY DAY**, should suffice)

## Course Calendar/Schedule:

- Spend at least 30 minutes at day, seven days a week on math (studying and doing homework). Make a schedule to follow weekly.
- Assignments: Homework, as stated on assignment schedule.
- Due dates: HW is due on the class day following the lesson.
- Quizzes are usually announced but can be unannounced.
- Exams as stated on the assignment schedule (expect any material covered)

## Course Policies:

- Attendance:
  - If absent, you will need to get together with another student and online for the lecture notes, etc.
  - If you know you will be out of my class, you need to tell me ASAP (by talking face to face, call, or email).
- Class Participation: When the bell rings, students are expected to be quiet with HW and/or notes out on desks. HW questions should be posted on board before bell rings. You will present work on the board and work cooperatively with your peers.
- Guidelines for turning in assignments
  - Solutions should NEVER just be a single number without some description of how you got that number.
  - No Work = No Credit (NWNC).
  - After checking homework put how many you missed on the top of the front page.
- Make-ups:
  - "Make-ups" on homework assignments is not an idea which should be entertained, if you are absent on the day you return to class you should have the homework for the missed day and the day you come in, put at the top of turned in assignments "Absent".
  - If an absence is excused, the quiz is excused. I will replace the missing quiz grade with the unit test grade. An unexcused absence will negatively affect your average – you **must** make attending class a priority.
  - Make-up exams will be given on assigned days. If an absence on the original test day is unexcused, the exam grade will be a zero.
- Redoing Exams for grades below 80:
  - Students can redo homework one day after due date for a 25% deduction in points. Put "Late" at the top.
  - Six Weeks exams count as exam "retakes". I will replace an exam grade below 80 with your six weeks exam grade.
  - The redoes and retakes will count up to an 80. There will be no bonus or curving on these grades.

- Cheating:
  - Cheating is putting answers down that are not yours. This includes but is not limited to: copying someone's homework or in class assignments, copying answers from the internet, using a pencil when we are checking work, letting someone else copy your work, using a cheat sheet for a quiz or test, having someone else's hw paper, etc.
  - No grade is worth cheating over. In the end you hurt yourself and your classmates. Trust is hard to rebuild.
  - Having a phone visible during a test or quiz will result in a zero for that assignment.
- Tutorials:
  - All students are encouraged to come to tutorials during the first half of lunch.
  - If you have trouble with more than 3 HW questions, you are expected to come to lunch tutorials.
- Grades:
  - Overall Six Weeks Average determined by:

▪ Quizzes	20%
▪ Homework/Daily work	10%
▪ Exams/Projects	70%
  - Grades are online, check to make sure they are correct. Let me know ASAP if I need to check a grade.
- Electronics Policy:
  - Students may not use electronic devices during class.
  - If the occasion arises where the use of an electronic device is warranted for academic purposes, students will be given explicit instructions from the teacher at that time.