

Instructor: Vikki Maurer, **Please call me Vikki.**

Email: maurerv@linnbenton.edu **I prefer to be contacted through email.**

Course: **This is an online course with video lectures. There are no class meetings but there are required meetings with the instructor several times during the term.**

We will learn about trigonometric functions and their graphs, identities, inverse trigonometric functions, trigonometric equations, right triangle trigonometry, polar coordinates, vectors, and conic sections. Upon completion of the course, the student will be able to:

- Calculate the exact (when possible) and approximate value of the 6 trigonometric functions using both radian and degree measure.
- Solve for all of the side lengths and angles of a right or oblique triangle, using information given.
- Graph trigonometric functions (emphasizing sine, cosine and tangent), and conic sections, transform their graphs, and state important features of their graphs.
- Verify trigonometric identities and use them to solve trigonometric equations involving one or more trigonometric functions.
- Perform calculations involving vectors and solve vector applications.

Required for this class:

- 11-week paid ALEKS 360 access code. You can order this from the LBCC bookstore or order it through the ALEKS website once you have an account. This code will give you access to the eBook, the adaptive course software, and exam proctoring.
- Broadband Internet Access, Computer (Windows, Mac, iPad) with Webcam, Microphone, and Speaker. **A Chromebook will not work for taking tests.**
- Hand-held Scientific Calculator.
- Access to a graphing calculator, a graphing calculator app on your phone is fine (not used on exams) or Desmos free online (for computer or tablet use). There is no need to buy a graphing calculator.
- Paper for taking notes and a notebook to keep notes organized

Requirements and Grades: **All grades will be kept in the ALEKS gradebook only.**

20% ALEKS Weekly Topics, ALEKS Exam Reviews, ALEKS Whole Pie Percentage

20% Written Work, Forum Posts/Participation, Weekly Zoom Meetings with Instructor

60% Exams (3 Video Proctored Exams)

Course Grades:

LBCC does not offer plus/minus grading. This class will have final course grades assigned according to the standard 90%, 80%, 70%, 60% grade cutoffs.

You must earn at least a C grade in Math 112 in order to move on to higher math classes for which Math 112 is a prerequisite. An incomplete grade may be issued for a student who is making satisfactory progress (grade of C or better) in the course, but who has failed to complete an exam. Any student seeking an incomplete must discuss this option with the instructor prior to the time when grades are issued.

Communication Expectations and Zoom Meetings:

You and your instructor are partners in your education. You can expect that your instructor will respond to any email quickly, typically within 1 to 3 hours during the day or the next morning, if you email later in the evening. When you email with questions or concerns, please check your email that same day or the next morning to see the response. We can work out things quickly and keep you moving forward. Always use your LBCC email address. Your instructor will send all messages to that address.

For our class, we do not have set class meeting times, but your instructor wants to meet with you each week. It is a great way to check in about confusing topics, frustrating elements, issues you might be having keeping up, etc. You can schedule your weekly appointment times using your instructor's Google calendar link posted in Moodle or by simply emailing your instructor. You are a priority and your instructor wants to work with you to move you forward in your education!

Participation: The biggest reason why students do not complete a college class is due to a lack of participation. Life and personal issues often find a way to focus a student's attention elsewhere. It takes effort to make time to work on an online class. If you put off working on math during the week, and you wait until the deadline, you will find it very difficult to finish the work and then remember what you learned. Your brain needs time with the ideas so they stay with you. Plan to spend several hours every other day working on trigonometry. There will be deadlines each week for all tasks. Meeting deadlines each week is a critical part of being successful. Your instructor has designed the class to build your trigonometry understanding, so watching all of the instructional videos provided in Moodle will give you the direct instruction you need.

ALEKS Adaptive Homework Platform and Ebook:

You will complete the majority of your assigned skills work through an online and adaptive program called ALEKS. You are required to purchase the ALEKS 360 access code through the bookstore or through the ALEKS website. It should cost \$60 and gives you the homework platform, eBook, videos, multiple explanations, as well as proctoring for exams. It is through ALEKS where you will have access to the eBook and any other videos or tutorials the ebook provides. It is rich in support if you use it well and your instructor will coach you so you can gain the most from the program. ALEKS is designed to help you master the skills needed for trigonometry. You will access ALEKS through the ALEKS website.

CREATE YOUR ALEKS ACCOUNT:

Go to www.ALEKS.com or click on the ALEKS link in Moodle and sign in or create a new user account. **(Note: This is NOT the same ALEKS account you used for the LBCC math placement test.)** You need the course code listed below and you can use the free two-week access code to get started. You will need to pay for the code before the free two-week code expires.

ALEKS Class Code: MU3PK-3H46U

Free two-week access code: 41AC1-55238-F1CD4-2C380

eBook:

Through the ALEKS site you will have access to the eBook **College Algebra with Trigonometry** 1st Edition by Miller and Gerken. Each week your instructor has outlined reading assignments in the eBook. The eBook also contains videos from the author of the book and is a valuable resource. If you really want a paper copy, you can order a paper version of the text through ALEKS but really if you have ANY trigonometry book then you can study topics from that book, so there is no need to buy this exact paper book. Your ALEKS 360 access code gives you access to the adaptive learning software using the Miller book when you need explanations.

Instructor Videos:

Your instructor has provided several videos each week that offer direct instruction, just like you would get if you were in a regular lecture class. Because our class is fully online, you need to watch each video as soon as possible each week. Students who do not watch the videos get lost quickly as our class moves forward. Some students think they will save time by not watching the lecture videos and then end up spending more time trying to teach themselves. There are lots of details which are described and explained in the videos. Watch each video and take notes. Write down any questions and we can discuss them during our weekly meetings!

Homework and ALEKS:

There are 126 topics in ALEKS to master in this class. You may find that you already have some topics mastered when you get into our ALEKS course. Each week there are topics assigned and the weekly deadlines are always Sunday at midnight. New topics will be added each Monday. In Moodle you will have weekly videos that I made and written assignments but you should be getting into ALEKS at least every other day to work on topics. This is your main trigonometry skill building homework. If you master all the topics for a particular week then you will be able to work ahead or you can go back and master topics you may not have learned from a previous week. This ALEKS program is adaptive and customizes to each student so you each will have a unique experience. If you have weekend plans that do not include homework then you have the freedom to complete the ALEKS topics before the weekend. However if you wait until Sunday to start learning the weekly topics you will very likely run out of time and you will not give your brain the time it needs to move ideas into long-term memory. The best plan is to work hard early in the week so you have time to get help, meet with your instructor, and then finish up any last topics on Friday. Each week your goal is to learn 100% of the topics.

Missing ALEKS Deadlines:

If you do not complete your ALEKS work by the due date then ALEKS will still move you to the next week's topics on Monday. Any critical missed topics will show up again in the next week. There are ten weekly deadlines that you will see in your ALEKS gradebook. If you get a bit behind, then email me, so we can communicate, and so I can help you move forward. Then I can extend a set of ALEKS topics as long as you have communicated with me. Your goal is to finish all the topics for a week. The ALEKS topics support the rest of the work in the class.

Forum Posts and Participation Discussions

There will be several different types of forum posts during the term where you post your work or questions, and return to contribute to the discussion. These will always be listed in the weekly tasks in Moodle and they are required elements of the class. Communicating ideas with others is an important part of any college class.

Written Work in Moodle:

As often as possible, and most likely once each week, you will be assigned problems to write up and turn in through Moodle so your instructor can give you feedback. You will scan or photograph your written pages so you can upload them to Moodle. Keep in mind that Moodle will lock at 11:59pm on the deadline day and will not accept additional submissions. When you upload your work click on the SUBMIT button to finalize that your homework has been turned in through Moodle.

The written assignments are linked in Moodle. You can download and print them if you have a printer but you do not have to print them. If you don't have a printer then you can simply copy down by hand the critical parts of the assignment and write up your work neatly.

Oh No! My Written Assignment is Late and Moodle Won't Take It!

Late work is not accepted in Moodle. Moodle will lock at 11:59pm on the due date. If your written assignment is a few minutes late, just email it to the instructor instead. If you are having difficulty with the assignment, then email your instructor for help. The goal is to complete each assignment because they provide valuable growth opportunities with trigonometry concepts. You must communicate with your instructor about any late work. It is not acceptable to turn in several late assignments at the end of the term hoping for credit. Late work is only acceptable if you communicate with your instructor right away and together work out a plan and timeline.

Midterm Exams Proctored at Home:

There are three exams during this term. You will take each exam in a proctored setting from home. When taking tests at home we will use a Lockdown Browser and Respondus Video Monitoring. The Lockdown Browser is a one-time free download. The video monitoring will video you during the entire test and flag any inappropriate testing behavior for only the instructor to review. You will need to be using a Windows computer, Mac, or iPad on which you can download the Lockdown Browser and which has a webcam and microphone. See the [System Requirements](#). Chromebooks will not work for testing because they do not allow the lockdown browser to be downloaded.

If you don't have the correct computer system, then think about family, friends, or a neighbor who might let you borrow a computer for the three proctored exams. It will be possible for you to take written exams in the LBCC testing center rather than use the Lockdown Browser and video monitoring, but you must communicate this desire to your instructor well in advance of the exam, so arrangements can be made.

Exams must be taken by the deadline. After an exam, there is a required meeting with the instructor. Taking an exam after the deadline is only allowed in situations where the student has emailed the instructor before the deadline and together worked out a plan.

Midterm Exam Review Objectives in ALEKS:

Prior to each midterm exam you will see an Exam Review Topics objective open up in ALEKS. These are not new topics. These topics are the ones you should have already learned and the ones the test will concentrate on. They open up all together in one objective so you can focus on what you do not already know or review any topic conveniently. Under the Review option there is a filter so you can review any topic you previously learned. Your instructor will also offer live zoom sessions before each exam so you can get questions answered and feel comfortable with the trigonometry you are working with.

“I’m stuck and have questions! What should I do?”

- Ask questions by sending your instructor an email. Send your instructor a photo of your work so she can see what you are doing.
- Ask questions during the weekly Zoom meeting with your instructor. These Zoom meetings can be five minutes or half an hour but it is the most efficient way to get help, so please seek your instructor when you need help.
- There is remote math help through the Learning Center and linked in Moodle.
- There is free tutoring available. There is a link in our Moodle shell for tutoring.

Weekly Schedule and Exams: The course is presented in a weekly format in Moodle. This course has a weekly schedule of watching videos, reading the eBook, completing written assignments and/or forums, and meeting with the instructor. Check Moodle each week and look ahead to see what is coming up and when it is due.

The exam deadlines will not change. This is not a “self-paced” course. The schedule is set so that you can complete the class on time. If you do not stay on schedule it is extremely difficult to get caught up.

Exam 1 will be taken Wednesday, October 20.

Exam 2 will be taken Wednesday, November 10.

Exam 3 will be taken Wednesday, December 8.

Drop for Non Attendance or Non participation:

All faculty are encouraged to drop students from classes if they are not participating during the first week. This prevents the student from getting charged for a class they are not actually taking.

For our class, **creating your ALEKS account, completing the ALEKS Initial Knowledge Check by Tuesday of the first week, and scheduling the zoom meeting with the instructor** are important participation tasks. You can only begin homework after the initial knowledge check is completed. Not completing these tasks will end with you being dropped from the class by Monday of the second week.

Cheating and Academic Dishonesty:

If you cheat on an exam, you will receive a zero grade on the exam, and I will file an incident report. A second episode of cheating will guarantee an F grade for the course and more severe disciplinary action from the school. Cheating on an exam includes, but is not limited to, using anything not specifically allowed (any other electronic devices, phone, textbook, notes beyond what is allowed, or other people). Copying homework from another student or giving another student your work to copy is

academic dishonesty as well. In these cases, you will earn no credit for the assignment, exam, or project and I will file an incident report after talking with you.

Anyone With Special Needs? LBCC is committed to inclusiveness and equal access to higher education. If you have approved accommodations through the Center for Accessibility Resources (CFAR) and would like to use your accommodations in the class, please talk to your instructor as soon as possible to discuss your needs. If you believe you may need accommodations but are not yet registered with CFAR, please visit the CFAR Website for steps on how to apply for services or call 541-917-4789.

Nondiscrimination Statement: LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, gender, gender identity, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws. For further information see Board Policy P1015 in our Board Policies and Administrative Rules. Title II, IX, & Section 504: Scott Rolen, CC-108, 541-917-4425; Lynne Cox, T-107B, 541-917-4806. To report: [linnbenton-advocate.symplicity.com/public report](http://linnbenton-advocate.symplicity.com/public-report)

When on Campus: Wear a mask or face covering indoors at all times. Your mask or face covering must be properly worn (fully covering nose and mouth and tight-fitting). Mesh masks, face shields, or face covering that incorporates a valve designed to facilitate easy exhalation are not acceptable. If you have a medical condition or a disability that prevents you from wearing a mask or cloth face covering, you must obtain an accommodation from CFAR (Center for Accessibility Resources) to be exempt from this requirement. **State guidelines do not limit class size.** Physical distancing accommodations can be made upon request and cleaning supplies are also available for personal use.