

### Instructor Information

Instructor: Jose Avendano Jr.  
Website: <http://www.xyzhomework.com> (course #20987)  
Office Hours: M,T,W,TH 9:45-10:15 pm; or by appointment

Phone: (818)364-7600, ext. 4407  
Email: [avendaj@lamission.edu](mailto:avendaj@lamission.edu)  
Office: CMS 247

### Textbook & Courseware

**Pre-  
calc-  
ulus**

*OpenStax Precalculus* (<https://openstax.org/>), bundled with xyzhomework access code.

The textbook is highly recommended as you will be using it in class every day.  
An xyzhomework access code is required to access online assignments and the e-book.  
(**Note:** If you want to save money and only wish to purchase the access code, use the discount code **XYZF19**. This discount code will allow you to get the access code for \$30.)

**Prerequisite:** Math 240 (**Note:** This course is also open to all high school graduates who have enrolled in high school Calculus.)

### Important Dates:

Last day to ADD full term (16-week) classes:	September 8
Last day to drop without receiving a "W" (By Internet Only):	September 8*
Last day to drop with a "W" (By Internet Only):	November 17
Final Exam:	<b>Monday, December 9, 8:00-10:00 pm</b>

**\*PLEASE NOTE:** A "W" will appear on your transcript record after this date. **REMINDER:** Course repetition is regulated by state guidelines, limiting students to a maximum of three (3) enrollments in a course, to include both substandard grades and withdrawals, unless otherwise specified in the course description.

### Course Description:

Provides topics essential for a comprehensive background for the calculus sequence: functional analysis, analytic geometry, theory of equations, induction, sequences and series, trigonometry, and polar coordinates.

### Student Learning Outcomes:

By the end of the course, the successful student will be able to:

1. Manipulate and simplify algebraic and trigonometric expressions and equations common in a Calculus course.
2. Graph and analyze various functions common in a Calculus course.

### Course Organization:

The Math 260 course is composed of lectures, homework assignments, four in-class tests, and a comprehensive final exam. It is the student's responsibility to complete all course components by the required due dates. The course will follow the attached schedule as closely as possible. Students are expected to spend about 20-30 hours per week to study and to complete all assignments. Some students may need more time to do well in the course.

### Attendance:

Students are expected to attend all class meetings. Unexcused absences of three meetings may result in excluding students from class. Students themselves are responsible for dropping a class they no longer attend. The procedures for dropping classes are detailed on pgs. 48-49 of the 2019-2020 Los Angeles Mission College Catalog.

### Withdrawals:

If you stop attending the class (or wish to drop a class), you must drop the class yourself – officially – on or before November 17, 2019 (online only). Failure to do so may result in a grade of "F" in the class. A new state policy in effect as of 2012 limits students to **three attempts per course**. Receiving a grade or a "W" for a course counts as an attempt, **regardless of when the course was taken**. Withdrawal by the deadline to avoid a "W" will not count as an attempt. For Fall 2019, the deadline to avoid a "W" is **September 8**.

## ONLINE Homework Assignments through XYZHomework:

- Students enrolled in Math 260 are required to purchase access to xyzhomework, an online courseware, and enroll in the section with **course #20987**. Homework assignments and practice exams will be assigned online through this system. Assistance in registering/purchasing the access code will be available. (**Note:** Students may use a 15-day grace period to access the homework assignments. After this, if you want to save money, you may purchase only the access code from the [www.xyzhomework.com](http://www.xyzhomework.com) website and use the discount code **XYZF19**. This will allow you to get it for \$30.)
- Students are expected to finish their online assignments by the stated due date shown online. Since xyzhomework does not grade each step of a student's work, it is important that students write down their solving steps clearly in a notebook in order to identify mistakes made.

## Exams:

- There will be four classroom exams. There will be **no make-up** examinations and any missed exam will receive a grade of 0.
- A comprehensive final exam will be given on **Monday, December 9, from 8:00 to 10:00 pm**. There are **no make-ups for the final** and all students must take the final exam in order to pass the class. If the final exam score is higher than the lowest score of the four classroom exams, it will be used to replace the lowest exam score.
- All exams will be based on examples worked in class and the assigned homework. All work must be shown in a logical manner with easy to follow steps to support any written responses for credit. A stand-alone scientific calculator is allowed on exams.

## Grading

<u>Percentage Distribution</u>		<u>Assigned Grade</u>	
Homework	15%	90 - 100%	A
Exams	60%	80 - 89%	B
Final	25%	70 - 79%	C
		60 - 69%	D
		Below 60%	F

For borderline cases, attendance, homework completion, and level of improvement on the final are considered.

## Tools:

A scientific calculator is required. Graphing calculators, cell phones, and other forms of hand held computers are not allowed during in-class tests and the final.

## Cheating:

Any form of academic dishonesty will not be tolerated. If caught, you will be given a zero for that particular exam. The event will be reported to the Math Department Chair who will forward the report to the VP of student services for disciplinary action, which may include suspension or expulsion. This is addressed specifically on pgs. 52-54 of the 2019-2020 Los Angeles Mission College Catalog under Standards of Student Conduct and Disciplinary Action violation 9803.12 Dishonesty: Dishonesty, such as cheating or knowingly furnishing false information to colleges.

## Student Conduct:

Students are expected to adhere to all school policies, and to abide by the standards of student conduct as described in the 2019-2020 Los Angeles Mission College Catalog on pgs. 52-54. Any infringement upon the rights of other students in the class, such as talking or disruptive behavior, will not be tolerated.

## Tutoring and Support:

- Free math tutoring is available in the **STEM Center** located in CMS 121: Monday thru Thursday 11:00 am-7:00 pm and Saturday 9 am-3pm; or in the **LRC Math Lab**: Monday thru Thursday 9:00 am-6:00 pm and Friday 9:00 am-4:00 pm.
- For more information, call (818) 364-7811 or visit <http://lamission.edu/mathcenter/>. Please check the LRC Math Lab hours through <http://www.lamission.edu/learningcenter/>.

### **Class comportment:**

- All students are expected to arrive on time. Late arrivals are disruptive to both the instructor and students. Once seated, do not leave the room until dismissed. Such comings and goings are also disruptive.
- Cell phone must be on silent mode and kept out of sight while in class. Cell phone ringing and text messaging create distractions.
- Students are encouraged to ask questions and make comments on the lecture material. This should be done in a courteous manner by raising one's hand and being recognized. Side conversations between students that disrupt the flow of the lecture will not be tolerated.
- Students are responsible for managing their academic workload. Should a student decide to stop attending class, it is his/her responsibility to drop the class. All students appearing on the grade roster will receive a grade regardless of whether they are attending class or not.

### **Study the textbook:**

The textbook provides a reasonable level of mathematical rigor and many exercises are quite revealing. I strongly encourage you to read/study the text carefully. The lectures are designed as a supplement to and not an alternative for the textbook. Students are expected to master all topics in the textbook unless otherwise indicated.

### **Accommodations for DSPS students:**

LAMC students with verified disabilities who are requesting academic accommodations should use the following procedure:

Step 1: Obtain documentation of your disability from a licensed professional. You may contact DSPS to request a Disability Verification Form.

Step 2: Make an appointment to meet with a DSPS Specialist to review your documentation and discuss reasonable accommodations. To schedule a meeting, please call DSPS at (818)364-7732.

Step 3: Bring your disability documentation to your DSPS appointment. The DSPS office is located in room 1018 of the Instructional Building (in the main campus).

Step 4: Each semester, reach written accommodation agreement with the DSPS Specialist and your instructor.

\*\*\*To be most effective, students should complete this process by the end of the 3rd week of the semester.

Tests with required accommodations must be taken at the DSPS office.

### **Resources Available to Students at LA Mission College:**

- **Management of Stress and Mental Health:**

If you, or someone you know is in distress due the pressure of succeeding in school and contending with work, financial issues, relationships, managing time effectively, getting enough sleep, etc., please visit the Student Health Center (SHC), which offers a broad range of confidential student services including counseling and mental health services. The SHC is located in the Campus Services building between the President's Office and the Business Office. The SHC webpage is [www.lamission.edu/healthcenter](http://www.lamission.edu/healthcenter) and the phone number is 818-362-6182. The National Suicide Prevention Lifeline number is 800-273-8255.

- **Bookstore:** For hours of operation, book availability, buybacks, and other information call (818) 364-7798 or 364-7768 or visit <http://eagleslanding.lamission.edu/>
- **Counseling Department:** For appointments and information call (818) 364-7655 or visit <https://www.lamission.edu/counseling/>
- **Disabled Students Programs and Services:** For appointments and information call (818) 364-7732 or visit <http://www.lamission.edu/dsps/>
- **Extended Opportunity Programs and Services:** For appointments and information call (818) 364-7645 or visit <http://www.lamission.edu/eops/>
- **Financial Aid:** For information and applications call (818) 364-7648 or visit <http://www.lamission.edu/financialaid/>

- **Library:** For information on library hours, resources, workshops, and other services contact (818) 364-7105 or 364-7106 or visit <http://www.lamission.edu/library/>
- **Tutoring Services in Learning Center:** Laboratories for Learning & Writing. Walk-in and appointment services offered. Call (818) 364-7754 or visit <http://www.lamission.edu/learningcenter/>
- **STEM Center:** Free Math tutoring, computer and internet access. Call (818) 364-7811 or visit <http://www.lamission.edu/mathcenter/>
- **STEM Program:** For those interested in pursuing a science, technology, engineering and math degree, please call the STEM counselor at (818) 364-7600, ext. 4161, or visit <http://www.lamission.edu/stem/>
- **Student Service Resources:** For a directory of student resources, visit <http://lamission.edu/de/student-services/>

## Getting Started Guide for Students *xyz* homework

**Before you begin, make sure you have the following:**

**E-mail Address:** \_\_\_\_\_ (This is your username)

**Course Key:** 20987 (Provided by your instructor)

This guide provides steps for registering as a new student and enrolling in a new class on XYZ Homework. For more information go to: [www.xyzhomework.com/support](http://www.xyzhomework.com/support).

### **Register as a New Student**

- Step 1** Go to [www.xyzhomework.com](http://www.xyzhomework.com).
- Step 2** Click the Register as a New Student button.
- Step 3** Enter the required fields.
- Step 4** Log in and **Enroll in a New Class**

**Note:** Your 15-day free trial has begun. You may activate your account by entering an access code or by making payment directly from your account. A one-year subscription for XYZ Homework is \$30 if you use the discount code **XYZF19**. You can enroll in an unlimited number of courses within xyzhomework during that year.

### **Enroll in a New Class**

- Step 1** Log in with your username and password on the home page.
- Step 2** Click **Enroll in a New Class**.
- Step 3** Enter the **Course ID** above.
- Step 4** Click **Enroll Now**.
- Step 5** The course name will now show up under **Courses You're Taking**.
- Step 6** Click on the course name to access your class.

### **Already have an account with XYZ?**

Go to [www.xyzhomework.com](http://www.xyzhomework.com) and log into your account.  
 Choose **Enroll in a New Course** and Enter your new **Course Key**.  
[www.xyzhomework.com](http://www.xyzhomework.com) | [support@xyzhomework.com](mailto:support@xyzhomework.com) | 855-462-8488

## Math 260 Tentative Schedule

<b>Week</b>	<b>Date</b>	<b>Monday</b>	<b>Wednesday</b>
1	Aug 26 / Aug 28	1.1-1.3	1.4-1.7
2	Sep 02 / Sep 04	<i>Labor Day, No Class</i>	2.1-2.3
3	Sep 09 / Sep 11	3.1-3.3	3.4-3.6
4	Sep 16 / Sep 18	3.7 - 3.8	Review
5	Sep 23 / Sep 25	<b>Exam #1 (Ch 1-3)</b>	4.1- 4.3
6	Sep 30 / Oct 02	4.4-4.6	4.7 & 5.1-5.2
7	Oct 07 / Oct 09	5.3-5.4	Review
8	Oct 14 / Oct 16	<b>6.1, Exam #2 (Ch 4-5)</b>	6.2, 6.3 & 7.1
9	Oct 21 / Oct 23	7.2, 7.3	7.5 8.1, 8.2
10	Oct 28 / Oct 30	8.3-8.5	8.6-8.7
11	Nov 04 / Nov 06	8.8, Review	<b>Exam #3 (Ch 6-8)</b>
12	Nov 11 / Nov 13	<i>Veteran's Day, No Class</i>	9.1-9.3
13	Nov 18 / Nov 20	9.4 & 10.1-10.2	10.3 & 11.1-11.2
14	Nov 25 / Nov 27	11.3-11.4	Review
15	Dec 02 / Dec 04	<b>Exam #4 (Ch 9-11)</b>	Final Review
16	Dec 09 / Dec 11	<b>Final Exam: Monday, December 9<sup>th</sup>, 8:00-10:00 PM</b>	