

DEPARTMENT OF MATHEMATICS  
**COURSE INFORMATION FOR MATH 1643-015**  
*Precalculus for Business, Life and Social Sciences*  
*Fall 2016*

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**CLASS MEETING TIME AND PLACE:** MWF 10:30-11:20 AM, PHSC 0108

**INSTRUCTOR CONTACT INFORMATION**

- Instructor: Alok Shukla; [alok.shukla@ou.edu](mailto:alok.shukla@ou.edu); Office: PHSC 1009
- Office Hours: Monday: 12:30-1:30 PM (in MATH HELP-CENTER, PHSC 209)  
Wednesday: 11:30 AM-12:30 PM (in PHSC 1009)  
Friday: 11:30 AM-1:30 PM (in MATH HELP-CENTER, PHSC 209)

**COURSE COORDINATOR:** Laniel Gibson; Office: PHSC 917; Email: [gibby@ou.edu](mailto:gibby@ou.edu); Phone: 325-3062

**REQUIRED MATERIALS**

1. Text: Functions and Change, by Crauder, Evans and Noell, ISBN# 1269888226 or Ebook edition that comes with WebAssign, ISBN# 032119991X.
2. Study Guide.
3. Calculator: You will need a graphing calculator; the TI-83-84 is preferred, and is the one that will be used by the instructor. Calculators with symbolic manipulation, such as the TI-89, are not allowed. You are welcome to use a different calculator, but do not expect your instructor to be familiar with other calculators.
4. WebAssign: All instructors will use WebAssign for part of the homework.

**COURSE CONTENT:** MATH 1643 is designed to prepare students for business calculus. This course serves as the prerequisite course for MATH 1743. This course is NOT an acceptable prerequisite for MATH 1523 or MATH 1823. If you are uncertain about the suitability of this course for your major, please consult your advisor immediately. The focus is on functions and their properties, including polynomial, exponential, and logarithmic functions. This course may be used to satisfy the mathematics component of the University's General Education program.

**PREREQUISITE** A student must either successfully complete Math 0123 or an equivalent course, or the student must make a satisfactory score on the placement examination before entering this course, or have an appropriate score on the ACT or SAT examination.

## GRADING

ITEMS	SEMESTER GRADING
100 PTS EXAM ONE	581 PTS - 650 PTS:A
100 PTS EXAM TWO	516 PTS - 580 PTS:B
100 PTS EXAM THREE	451 PTS - 515 PTS:C
48 PTS In Class Quizzes ( Seven 8-point quizzes )	386 PTS - 450 PTS:D*
54 PTS HOMEWORK ( Seven 9-pt. paper assgn. )	0 PTS - 385 PTS:F
48 PTS. HOMEWORK ( Seven 8-pt. web assgn. )	
200 PTS FINAL EXAM	
<b>650 PTS POINTS POSSIBLE</b>	

\* A D indicates you should consider repeating this course for a better foundation before attempting the next course.

## CLASSWORK:

1. The homework is both online (with Web Assign) and paper (in which the student hand in). Homework will be worth 102 points total. In-class quizzes will be given over the homework. Most quiz questions will come directly from the homework. If a student does the homework correctly, that student should succeed on the quizzes. There will also be Recommended Additional Homework that is not required, but very helpful if the student completes it.
2. There will be 7 in class quizzes, each worth 8 points. The quiz questions will be patterned after the questions from homework and the study guide. The top 6 quizzes will count.
3. Extra credit can only be added onto the homework grade. For each homework there will be an extra problem that can give you up to 2 points of extra credit. It will be due with the written homework.
4. Before you do the exercises, read each lesson in your textbook and use the referenced examples when appropriate! It is generally recommended that you spend at least 6 hours per week on assignments and studying for this course.
5. Make sure you get help BEFORE the homework assignment is due with adequate time to complete the question(s). Do not spend an excessive amount of time trying to figure out one problem. Get help BEFORE you get frustrated, but not before you studied your book, especially the examples.
6. The problems listed here are the minimum assignment. You are your best teacher. Individually, you may need to do additional problems for mastery and understanding. (Especially the recommended additional problems where you can self-check your answers). Always show your work and check odd problems in the back of the textbook or the solutions manual, making appropriate corrections in your work.
7. If you are absent, it is your responsibility to have the next homework assignment ready for the next class. Remember that you have a schedule that informs you of the requirements for the following weeks assignment.

**UNIFORM FINAL EXAMINATION:** The final examination for this class is comprehensive and will be worth 200 points. It will consist of 20 multiple-choice questions and 8 long answer questions. The final will be given only at the scheduled time. No make-ups will be scheduled other than those allowed by university regulations. Do not schedule any conflicts with the final exam, including elective surgery, work, travel, or classes at other institutions. If you miss the final exam, contact the course moderator, Laniel Gibson ( gibby@ou.edu ), immediately.

**Exam Dates Fall 2016**

**Sept. 22, Oct. 20, Nov. 17, Dec. 15. (7:30 PM to 9:00 PM)**

**Final Exam Rule: If the percentage score on the final exam is greater than the lowest regular exam score, then the percentage score on the final exam will replace the lowest exam score only if that regular exam score is not a zero.**

**EXAMINATIONS:** There will be three 100-point evening examinations during the semester. The dates of the exams are listed above. Each exam will consist of 16 multiple-choice questions and 6 long answer questions. In general, exams will not be curved.

**All students are expected to adjust their schedules to accommodate these tests.** The only absolutely acceptable reason for a makeup will be a normally scheduled class or university-sanctioned activity on Thursday night. All other requests will be considered on an individual basis. All requests for makeups must be submitted in writing using the form on page 5. **All requests for makeup exams MUST be submitted by 5 p.m. on Tuesday of exam week.** Make-up exams will be offered at 7:20 a.m. on Thursday, exam day, in PHSC 201. Special arrangements may be made by contacting the course moderator, Mr. Laniel Gibson, ( gibby@ou.edu ) as soon as possible. Instructors do not make decisions about makeups; such decisions will be made solely by the course moderator.

**EXAMINATION STUDY SUGGESTIONS:** Complete and master all homework problems as they are assigned. Work additional problems until you feel you have mastered the material. Make sure you can successfully work the homework problems without assistance before the exam. Get help as soon as you need it. There are several sources of assistance.

1. The mathematics department has a help lab in PHSC 209. Instructors will be available to answer questions. Times: M-Tu: 9:30 AM to 7 PM , W-Th: 9:30 AM to 5:30 PM , F: 9:30 AM to 3:30 AM , Sun: 3 to 7.
2. Action Tutoring is available. Find out more information at Wagner Hall.
3. The Mathematics Department Office has an approved tutor list available on request.

Review early. Make sure you understand the stated objectives. Anticipate questions you expect to see on the exam. Make sure you will recognize the necessary steps to solve each type of problem from homework. Get copies of old exams from the test files and practice working them. Write and work your own exam. Leave no gaps in your understanding. The exam questions are designed to reward the students who have mastered ALL of the homework concepts.

**ATTENDANCE:** You are expected to attend every class period. It is the students responsibility to get missed lecture notes when absences do occur. Excessive absences generally will mean a lower grade in this class.

**TUTORING:** The University College offers Action Tutoring. Have specific questions ready for the tutors when you go. If you are unable to do two or more problems on the homework assignment, you should get help before the next class period. Also, the math department keeps a list of accepted tutors in the math department office located on the fourth floor of the Physical Sciences Building.

**ACADEMIC MISCONDUCT:** All cases of suspected academic misconduct will be referred to the Dean of the College of Arts and Sciences for prosecution under the University's Academic Misconduct Code. The penalties can be quite severe. **Don't do it!** For more details on the University's policies concerning academic misconduct see

[http://integrity.ou.edu/files/Academic\\_Misconduct\\_Code.pdf](http://integrity.ou.edu/files/Academic_Misconduct_Code.pdf)

This link also has information about students' rights to appeal charges of academic misconduct. For information about admonitions (either accepting or contesting them) see

<http://integrity.ou.edu/files/Admonition.pdf>

Students are also bound by the provisions of the *OU Student Code*, which can be found at

<http://judicial.ou.edu/content/view/27/32/>

**SPECIAL ACCOMMODATIONS:** The University of Oklahoma is committed to providing reasonable accommodation for all students with disabilities. Students with disabilities who require accommodations in this course are requested to speak with the instructor as early in the semester as possible. Students with disabilities must be registered with the Office of Disability Services prior to receiving accommodations in this course. The Office of Disability Services is located in Goddard Health Center, Suite 166: phone 405-325-3852 or TDD (only) 405-325-4173.

**RELIGIOUS HOLIDAY POLICY:** It is a policy of the university to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays. Adhering to this policy, I request students who plan to observe a religious holiday to notify me and the course coordinator as soon as possible to make appropriate arrangements for class work or rescheduling of examinations.

**EMAIL and CANVAS:** You are expected to check your email account on a daily basis. Canvas will be used to provide updates on the course and to post grades. Your instructor and the course moderator will use the OUs email system to send messages and to distribute grades. You are responsible for all messages sent via email. All students are assigned an email address by the university. If you have another address that you prefer to use, you can forward all email to your OU address by going to <https://webapps.ou.edu/pass>. If you do not have a computer to access your account, you can go to any of the computer labs on campus for help. If you forward your OU email, please be sure your account is up-to-date, your mailbox is not full, and that it is set to receive messages from the mathematics department. If your computer goes down, please check your account from another location! It is not recommended to use a personal e-mail account.

**QUESTIONS and CONCERNS** All questions, problems, complaints, and requests should be directed to the course moderator, Mr. Laniel Gibson, at 405-325-3062, or [gibby@ou.edu](mailto:gibby@ou.edu). If you are having major problems in this math class, please stop by to see the course moderator to map out a plan to help you. Meeting with you advisor is also encouraged. Do not let it go until it is too late for assistance. Please include your name, ID#, and course number and section in all messages.