

MAT 3311 AP Precalculus EL 1

Fall 2025

SCHEDULE: Period 3-4 or 11-12, 9:00- 9:50 or 1:00-1:50 MWF

Office: WA147

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Ms. Jessica Edrington

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Office Hours:

M: 8am – 8:45am; 2pm – 2:45pm

T: 10:30am – 1pm

W: 8am – 8:45am; 2pm – 2:45pm; 4pm – 5:30pm

Th: 10:30am – 11:45am

F: 8am – 8:45am; 2pm – 2:45pm **and by appointment**

I will also be available by email until 10pm most evenings. Any changes to these hours will be posted outside my office door and/or as a Canvas announcement.

COURSE CONTENT:

Topics covered in the two-semester sequence of this course include:

- Polynomial and Rational Functions
- Exponential and Logarithmic Functions
- Trigonometric and Polar Functions
- Functions Involving Parameters, Vectors, and Matrices

TEXT: *PRECALCULUS* (Tenth Edition); by Sullivan and Sullivan; Pearson.

TECHNOLOGY:

The use of technology is limited to that which will enhance the learning process. Use of laptops is permitted as long as it is not distracting from what is transpiring in the classroom. Calculators, though not always required, are welcome to be used for the majority of homework, quiz, and exam assignments. However, there will be instances where calculators are NOT allowed, but you will be informed in advance when these times occur. This course will also use resources available on AP Classroom in preparation for the AP Exam in May.

METHODS OF STUDENT EVALUATION:

Exams: At the end of each unit, there will be an exam covering that material. Dates will be announced at least one week in advance. Exams *may* have calculator and no-calculator sections.

Quizzes: Quizzes will be given periodically and may cover material discussed the previous two weeks in class. Depending on the number of quizzes, I will drop up to the lowest three scores from consideration for the overall quiz grade.

Homework: For nearly every section, there will be a homework assignment. Students will be expected to complete a short homework quiz over these practice assignments on Canvas. Deadlines for these homework quizzes will be posted in Canvas.

Late Homework: One late homework quiz will be accepted with no penalty up to class time the next day. (Saturday and Sunday don't count; *Tuesday and Thursday do!*) Subsequent late assignments will be accepted for up to 70% credit. (Excused absences are not subject to late penalty – see your student handbook for school policy.). Requests for extensions will be considered on a case-by-case basis and should be made before the assignment is due.

Final Exam: A comprehensive final exam will be given during the designated exam week. As the final exam is cumulative, its score will replace any lower midterm exam scores throughout the semester.

Grading: Course grade will be determined on A through D* scale with these weights:

Homework:	15 %
Quizzes:	15 %
Midterm exams:	50 %
Final Exam:	20 %

Grades for the course and assignments are assigned by the following percentages:

	100-93 — A	92-90 — A-
89-87 — B+	86-83 — B	82-80 — B-
79-77 — C+	76-73 — C	72-70 — C-
<70 — D*		

ACADEMIC INTEGRITY: As a firm believer that grades should reflect learning, academic integrity is paramount to the academic experience. Please review the Academy's Academic Integrity policy as it will be strictly adhered to in my class.

Examples of behavior subject to review under the Academic Integrity policy include, but are not limited to:

- 1, Copying someone's work and turning it in as one's own
- 2, Use of aids and/or other materials on quizzes and exams without expressed permission.
- 3, Use of calculators when explicitly forbidden to do so.
- 4, Copying another person's work or answers on a quiz or exam.
5. Giving information about the content of quizzes or exams to students yet to take the test.

I encourage you to work in groups when doing homework assignments as much can be learned from your peers that you may not always pick up in class. However, each individual is required to turn in work in their own handwriting accompanied by the requisite work shown to receive full credit. If you have any questions about what constitutes cheating, please come to see me. In order to preserve the credibility of all students' grades, I encourage you to tell me if you observe violations of the integrity policy.

Artificial intelligence (AI) provides exciting new tools for academic work.

- It is appropriate to use AI to explore solutions and to discover methods of approaching problems in homework situations. AI used as a learning tool can increase and support student understanding.
- AI also poses significant dangers for academic integrity. Passing off as your own any research, words, ideas, work, or solutions which you did not create is plagiarism. Whether the source is print, internet content, or generated by AI, copying work from outside resources and presenting it as your original work is not allowed. Use of AI should be properly documented.

CLASS ATTENDANCE POLICY: Attendance is mandatory. Students may receive excused absences at the professional discretion of the school nurse, the associate director of mental health services, the associate director of college counseling and student engagement, the director of academic affairs, and the executive director of the Indiana Academy. Unexcused absences occur when students miss class without prior approval from the aforementioned designated school officials. Continued absences (both excused and unexcused) from Academy classes increase the likelihood of unsuccessful completion. Alongside steady attendance, students are expected to maintain consistent healthy habits of decorum, respect, and kindness towards their classmates, instructors, and teaching assistants. When students fail to meet these classroom behavioral standards and academic habits, it is the expectation faculty engage appropriately to bring quick and immediate resolution. When students consistently fail to meet these behavioral standards and academic habits in the classroom, an administrative consequence ladder will be adopted, and recorded, in attempt to administratively address, engage, and rectify ongoing challenges.

Students are expected to attend every class and be on time. Above Academy policies on attendance and tardiness will be followed. Sleeping in class constitutes an unexcused absence. Being late more than 10 minutes is recorded as Absent. In the event of unexcused absences, make-up homework, quizzes, or exams may not be allowed. For an excused absence, assignments due that day are expected by **class time** the next day (not the next class day). Absence from a prior class may **not** allow the student to defer a scheduled quiz or exam.

CELL PHONES: Cell phones and other mobile devices should not be accessed or visible in the classroom. Be sure to disable device so that it will not ring, buzz, shake, or otherwise interrupt class. Enjoy the text-free hour.

IA WIRELESS DEVICE POLICY: Pursuant to Indiana Code 20-26-5-40.7, The Indiana Academy for Science, Mathematics and Humanities prohibits student use of wireless communication devices for non-instructional purposes in the classroom. As such, any and all portable wireless devices, that have the capability to provide voice, messaging, or other data communication between two or more parties, must only be used for academic purposes directly tied to the classroom activity or related educational task. Exceptions to this wireless device policy are eligible through academic accommodations, individualized education programs, or with instructor approval permitting the use of a wireless device for justification related to health, safety, and/or well-being. The improper use of a wireless device in an active classroom setting is subject to disciplinary action including but not limited to; a verbal warning, temporary seizure of said device by a school official, an unexcused absence for the class in question, written communication to parent/guardian, among other elevated consequences for repeated improper use.

METHODS OF COURSE EVALUATION: Evaluation, including student evaluation of the course, will be conducted according to Academy policy.

Ball State University aspires to be a university that attracts and retains outstanding faculty, staff, and students. Ball State is committed to ensuring that all members of the campus community are welcome through our practice of valuing the varied experiences and worldviews of the people whom we serve. We promote a culture of respect and civil discourse as evident in our Beneficence Pledge. As a reflection of Ball State's commitment to respect, civil discourse, and the Beneficence Pledge, inclusiveness at the Indiana Academy emerges as one of the priorities of our living and learning community. We strive to exist together respectfully and compassionately, creating an environment where every member can thrive.