Class Meetings
This class meets MTWTh 9:20 am – 10:30 am synchronously using Zoom, from August 29 to December 8, and on Wednesday, December 14 from 9:40 – 11:40 am for the final exam.

The Zoom link for attending class will be in the Canvas Calendar on each class day to take you to the class session. If you are asked for a Zoom passcode, use Math3A. You are expected to be present at all Zoom sessions. If you require some flexibility in attendance, please contact me to discuss your options.

Participation expectations
Perhaps one of the reasons you are taking an online course is due to your busy schedule. I get that!

But as the instructor, I must abide by the West Valley College policy on participation:

“Students are expected to attend all sessions of each class. Instructors may drop students from the class if they do not attend the first class, or when accumulated unexcused hours of absence exceed ten percent of the total number of hours the class meets during the semester. Moreover, an instructor may drop from the class any student who fails to attend at least one class session during the first three weeks of instruction.”

So, what does this mean for our class?

Participation in the first week of class: One of the ways I know you are engaged in the first week of class is to have you “check-in” on Canvas and MyMathLab. This could be done by submitting a post to the “Set of You” discussion forum or by submitting the agreement form (see Canvas Modules for Week 1) or by submitting the first homework assignment. Please reach out to me if you are not able to post/submit, so that we can discuss and make other arrangements for you. Students who do not post/submit anything between August 29 and September 6 may be dropped from the class.

Ongoing participation throughout the semester: To avoid being dropped for non-attendance throughout the course, please attend Zoom sessions every class day and participate in any in-class groupwork, post questions and comments in the Zoom chat, log into our Canvas course regularly, actively take part in discussion forums, and submit graded assignments when they are due.

If you don’t contribute to two consecutive assignments and you don’t communicate with me about it, I may drop you from the course to avoid you having a failing grade on your transcript.

When I see that you have been inactive in the class, I will reach out to you; however, if a major life event or illness occurs, or you are not taking part because you don’t understand something, please contact me as soon as possible so that we can work out a strategy together. If there is anything I can do to help you get back on track, I want to do it, so please reach out if you find that you are struggling for whatever reason.

Video: Use of your video camera during our Zoom class meetings is strongly encouraged so that our sense of connection and community may be enhanced. It is OK if you need to turn off your camera.
sometimes; I trust that you will be connected and taking part even when we cannot see you. Please be sure to upload your photo or avatar to Zoom so that we can still feel connected when your camera is off.

Information about your Instructor

- Instructor: Betty Weiss
- [WVC Faculty webpage for Betty Weiss](#)
- For more course information, please login to [Canvas](#).

Communication Plan

- You can reach me by [email](#) or by using the Canvas Inbox and I will respond within 24 hours, often sooner. Remember to let me know your name and what math class you are in. If you cannot reach me and have an urgent concern, please reach out to the math department chairperson by email laura.plunkett@wvm.edu.
- You can leave voicemail at (408) 741–2596. Include your full name and what class you are in.
- You can also email me from within the MyMathLab website, which is helpful if you want me to see the exact homework or quiz problem you were working on.
- **Student hours (to meet one-on-one with me online)** are Mondays & Wednesdays 3-4 pm and Tuesdays & Thursdays 11:30 am-12:15 pm, or at other times by arrangement. To schedule a meeting during these times, go to the Canvas Calendar and click on the Find Appointment button. When you schedule, you will see the link to a Zoom meeting for student hours that is different from the class meeting link. To arrange a meeting at other times, email me and I will do my best to accommodate your schedule.
- I will grade and give you feedback on any exam work submitted in Canvas within one week, often sooner. MyMathLab homework and quizzes are graded immediately.
- Please check Canvas at least once a week to see class announcements, or even better, set your Canvas notification preferences to receive class announcements as email or texts.

Why Take Math 3A?

Calculus is the study of how things change, giving you the ability to model, predict, and learn to control systems in which change occurs, such as motion on a racetrack or the spread of a pandemic. It can help prepare you for future math coursework including Math 3B and Math 4A as well as for coursework in physics or engineering. A strong calculus background is important for many careers, including business, architecture, and the STEM fields.

Required Materials

- Purchase access to [MyMathLab](#) (this includes an electronic textbook and access to homework, quizzes and videos). Register for a MyMathLab account and use the CourseID **weiss17970**
- You will need a graphing calculator; you can use the Desmos.com graphing calculator online.

The college library has laptops, Surface Go tablets, wifi hotspots, and graphing calculators available to loan out for the term. Go to the library’s [Textbooks 'n' Technology page](#) to complete the forms to borrow technology.

Graded Coursework

- **Homework:** You will be doing your homework online through MyMathLab. It will help with your questions, allow you to view examples, and give you instant feedback on your graded answers.
Homework will not be timed, but there is a 10% per day penalty on late homework problems. Due dates will be shown in MyMathLab; expect to have homework due twice a week.

- **Quizzes**: You will be taking quizzes online through MyMathLab, which will give you instant feedback on your graded answers. Quizzes will be timed, and you will get two tries for each quiz. There is a 10% per day penalty on late quizzes. Due dates will be shown in MyMathLab, but once the quizzes begin expect to have a quiz due every Sunday, except right after an exam. The lowest two quizzes will be dropped from your Canvas gradebook.

- **Discussion forums and class activities**: We will have some graded Canvas discussions. Check early each week in Canvas Modules to see what that week’s discussion is about and make an initial post by Wednesday. Check back later in the week to read each other’s posts and reply by Sunday. We will have occasional class activities and you will be asked to turn in your completed and scanned activity work via Canvas.

- **Exams**: You will be taking 4 timed exams online. The exam dates are September 15, October 6, October 27, and November 17. Contact me in advance if you are not able to make one of these dates. If you miss one exam with a valid excuse, I will replace that exam score with your final exam score.

- **Final exam**: The cumulative final exam will be online Wednesday, December 14, 9:40-11:40 am.

- **For all exams (including the final) you will also be turning in scanned written work in Canvas.**

**About due dates**: Due dates are very important, both to help you keep on track to learn the material and to be fair to all students. However, if you have extenuating circumstances let me know as soon as possible. We can work together to find solutions if you are not able to meet certain due dates.

### Grading

Your grade will be a weighted average of homework (20%), quizzes (15%), discussion forums/class activities (10%), exams (40%), and the final exam (15%). The grade scale will be 90–100% A, 80–89% B, 70–79% C, 60–69% D, 0-59% F. Grades will be recorded in the Canvas gradebook; check there to track your progress.

### Integrity is the foundation of academic work

Occasionally, you may feel overwhelmed by the amount of work you need to carry out, but do not use this as an excuse to cheat. If you are caught cheating, you may get a warning, receive no credit for the assignment, or be referred to the Vice President of Student Services for disciplinary action. You would also be devaluing your resulting degree when you enter the workforce or transfer and cannot meet the expectations that your degree requires.

Here are some examples of what you should and should not do in relation to academic integrity:

- **What not to do**
  - Do not pay someone to take an exam for you. Recent reports show that people who take exams for pay by students may end up "blackmailing" those students in a variety of situations. For example, if the student defaults on the agreed amount of compensation, does not buy more services, etc., these people have been known to notify the college of the misbehavior of students caught in this kind of trap.
· Do not use applications or websites to find answers on exams or homework. If I suspect that your work is copied from an app or website or another student, you will receive a zero on that problem and be reported to the college.

· Do not copy answers from an answer key.

· Do not ask another student to do your work for you.

What to do

· Trust the value of your own intellect.

· Show your own achievement and abilities.

· Ask for help from me if you feel overwhelmed, or ask for more time if you need it.

You will be asked to agree to an honor code at the beginning of the semester and on each exam saying you will only turn in your own work and not share questions or answers. It is fairly easy to tell when you are cheating, but some students have had to learn this the hard way; they did not pass the class.

Learning Support/Tutoring
West Valley College’s Success Center and Math Resource Center offer FREE tutoring! Visit their websites for more information about tutoring support available to you online. To receive free tutoring through the Success Center, visit their Canvas course. For the Math Resource Center tutoring, you must add the free 0-unit course LRSV 110M, CRN 70770 through the Portal.

Important Dates
- Last day to ADD this class: September 11
- Last day to DROP this class without a “W” and with a refund: September 11
- Last day to DROP this class with a “W:” November 18
- FINAL EXAM for this class: Thursday, December 15, 11:50 am – 1:50 pm.

Accommodations for a Disability
West Valley College is here to support you, and we want to make all learning experiences as accessible as possible. If you think you may run into academic barriers because of your disability (including permanent disabilities or chronic or temporary medical conditions), please let me know so we can privately discuss your options and create a plan that works for you. You may also want to register with the Disability and Educational Support Program (DESP). West Valley College’s DESP program is known for going the extra mile to support students, and they will work with you to set up reasonable accommodation for qualifying disabilities.

Disability and Educational Support (DESP) Contact Information
The DESP office is in the Student Services building. Their phone number is (408) 741-2010 (voice) or (408) 741-2658 (TTY).

Student Help and Support
West Valley College has many Student Services that are here to support your success and help you achieve your goals. College students often experience issues that may interfere with academic success such as stress, juggling responsibilities, life events, relationship concerns, sleep problems, or feelings of anxiety, hopelessness, or depression. All of us benefit from support during times of struggle – you are
not alone. Helpful, effective resources are available for all students, and an important part of the college experience is learning how to ask for help. Getting help is the smart and courageous thing to do – for yourself, and for those who care about you.

- You can learn more about the broad range of confidential mental health services for students on the Health Services webpage, including tele-mental health, anonymous online screenings, training and resources such as TAOConnect and Kognito, and online/local information and resources.
- National Suicide Prevention Lifeline (800) 273-TALK (8255)
- National Crisis Text Line: text “COURAGE” to 741741

**West Valley College Policies**

It’s important for you to be aware of policies in the West Valley College Catalog. Below are a few key policies from the Rights and Responsibilities section you should know about.

- Attendance: Know that instructors may drop any student who does not attend the first class, who has missed any one class during the first three weeks of instruction, or who has missed more than ten percent of the total class hours for the semester.
- Registration and Drops: Understand that it is your responsibility to make sure you are registered and/or dropped from any class by the deadlines listed in the schedule of classes.
- Withdrawal from a class: Make sure you know the last day to drop with a W (put that date in your calendar!). Even if you ask an instructor to drop you, it is still your responsibility, so double-check your enrollment status in the Portal. It’s important to know that instructors must issue a grade for any student still enrolled after the last day to drop.
- Academic Dishonesty: Understand what this means—it includes in-class cheating, out-of-class cheating, plagiarism, helping another student in cheating or plagiarism, or knowingly giving false information to college staff, faculty, administrators or other officials. You can receive a failing grade for the assignment if there is reasonable proof or documentation of academic dishonesty. Please seek help with your coursework from your instructor or a tutor instead of cheating.

**West Valley College Nondiscrimination Statement**

The District, and each individual who represents the District, shall provide access to its services, classes and programs without regard to national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.