Course Policy Sheet/Syllabus  
2018 Fall  
MTH 139.001  
Plane Analytic Geometry

Instructors: Dr. Roy Joe Harris
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Office Hours: Monday 10-1; Wednesday 10-12
Class meeting time and place: Math 203 on MWF 9-9:50 Aug 27—Dec 14
The final exam will be during the week of December 10-14.

Text and Materials: *Analytic Geometry 6th edition*, by Douglas F. Riddle is the required textbook. Each student will need a scientific calculator to use during exams. (No graphing calculators will be allowed during exams.)

Course Requirements: There are weekly quizzes that constitute 15% of your final grade. There will be three in-class exams and a comprehensive final exam. If a student must miss an exam due to an excused absence, special arrangements should be made in advance. Student ID with photo may be required for all exams for any on-campus student. **Cell phones and graphing calculators are not allowed out during exams, even if that is all you brought.** Students are responsible for bringing their own scientific calculator to exams. No music (even through headphones) is allowed during exams. Homework assignments consisting of textbook exercises will be made in each module on the Working With Pencil and Paper page but will not be turned in for a grade.

Testing: Online dual credit students will test on their high school campus. The tentative testing dates are:

- Exam 1—Week of September 25
- Exam 2-- Week of October 23
- Exam 3-- Week of November 13
- Final — Week of 12/11-12/15

Course description: This is a beginning course in plane analytic geometry emphasizing the correspondence between geometric curves and algebraic equations. This correspondence makes it possible to reformulate problems in geometry as equivalent problems in algebra, and vice versa. Curves studied include straight lines, circles, parabolas, ellipses, and hyperbolas. Coordinate transformations, polar coordinates, and parametric equations are also studied. The course assumes a sound background in algebra, geometry, and trigonometry.

Department syllabus: Please read the official Department of Mathematics & Statistics syllabus for MTH 139 at http://www2.sfasu.edu/math/docs/syllabi/MTH139Syllabus.pdf.

Grading Policy:
The quiz average will be worth 15% of the student’s final average. Each of exams I, II, and III will constitute 20% of the student's final average and the final exam will constitute 25% of the student’s final average. A final average ranging from 90 to 100 will be an A in the course, 80 to 89 a B, 70 to 79 a C, 60 to 69 a D, and below a 60 will be an F.

Attendance Policy:
Students who have 3 or more unexcused absences may have points deducted from their final average.
Course outline:  
- Introduction to plane analytic geometry  
  20%  
  Week 1  
- Vectors in the plane  
  5%  
  Weeks 1, 2  
- Lines  
  10%  
  Weeks 1, 2  
- Conic sections  
  25%  
  Weeks 3-10  
- Coordinate transformations 1  
  15%  
  Weeks 11, 12  
- Curve sketching  
  15%  
  Week 1  
- Polar coordinates and parametric equations  
  10%  
  Weeks 13, 14  

You should budget 150 minutes per week for classroom time/direct instruction and at least 6 hours of out-of-class work per week for fifteen weeks.

Academic Integrity (A-9.1)  
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty  
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.

Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

Withheld Grades Semester Grades Policy (A-54)  
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

The circumstances precipitating the request must have occurred after the last day in which a student could withdraw from a course. Students requesting a WH must be passing the course with a minimum projected grade of C.

Students with Disabilities  
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

Acceptable Student Behavior  
Classroom behavior should not interfere with the instructor's ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.