

## MAC 1114C-0001 Trigonometry, 3 credit hours

Department of Mathematics, College of Sciences  
University of Central Florida

<b>Instructor:</b>	Mr. Keith Carlson	<b>Term:</b>	Fall 2019
<b>Office:</b>	MSB 106	<b>Class meeting days:</b>	Tues., Thurs. 1:30 – 2:50 pm
<b>E-mail</b>	<a href="mailto:keith.carlson@ucf.edu">keith.carlson@ucf.edu</a>	<b>MALL day:</b>	Friday 12 – 1:20 pm
<b>Office hours</b>	Mon., Wed. 11:30 am – 1:30 pm, Tues. 11:30 am – 12:30 pm, or by appointment	<b>Class location</b> <b>MALL location</b>	VA 132 MSB 241
		<b>Course Modality</b>	Face to Face

**Course Description:** PR: Appropriate score on the UCF Math Placement exam, or MAC 1105C with a “C” (2.0) or better, or C.I. Inequalities. Angles, the circle, arc length, identities, trigonometric functions, inverse functions, applications to simple harmonic motion, functions of angles, complete development of triangle solving. Prepares students for upper level mathematics. The "NC" grading policy applies to this course.

**Course Goals:** This course is designed to familiarize the student with graphs and their functions, trigonometric functions, analytic trigonometry, and applications of trigonometric functions, polar coordinates, and vectors. Upon successful completion of the course, the student will be able to apply various problem solving strategies to find solutions to a variety of real-life problems. Furthermore, the student will have acquired the necessary trigonometry background to continue pursuing higher levels of mathematics.

**Please Note:** In a mathematics course, understanding is established not just by familiarity with concepts, but also by being able to work math problems associated with the concepts. Therefore, do not assume you know something unless you can work the problems. This course requires you to master the subjects and solve the problems *without any learning aids*. **No formulas will be provided during exams. You are not to use learning aids of any type including note cards with formulas or facts.**

**Email Policy:** The best way to contact me outside of class or office hours is by email. I will do my best to respond to your message in a timely fashion. If you have any mathematical questions outside of the MALL, the math success center, and my office hours, then you might try Pearson Tutor Services (paid service).

**Prerequisites** of a course are what you are assumed to know before you take the course. Understanding prerequisite knowledge is the responsibility of the student.

### Required Materials:

1. **MyLab Math (MLM) Access Code for *Precalculus: Concepts Through Functions, A Right Triangle Approach to Trigonometry, Fourth Edition*, by Sullivan and Sullivan.** If you opt in by August 31, 2019, 11:59pm, you will pay less than if you don't opt in and buy your code through the UCF Bookstore (see below).
2. **iClicker2 student remote by iClicker**
3. **Four new 8.5"×11" bluebooks/greenbooks** (books must be blank, i.e., nothing written on or in). They will be used for testing.

- 4. TI-30XA calculator.** *The TI-30XA will be provided on tests only. Absolutely no graphing calculator or programmable calculator should be used in class. It is best if you buy a TI-30XA and practice with it. Proctors are not allowed to answer questions about calculator use during the test.*
- 5. Regular notebook** (spiral-bound or binder) to keep neat and organized notes.

**MyLab Math (MLM) Access Code:** To purchase the MLM access code for \$61.24, you must go to the “Course Materials” link in your MAC1114 Webcourse, choose “opt-in”, and then click ‘CONFIRM’. **You may do this through Saturday, August 31, 2019, 11:59pm**, and the fee will be charged to your student account. This deadline was set by UCF and the UCF Bookstore and cannot be extended. If you neglect to do this by August 31, 2019 or you choose “opt-out”, then you will have to *go to the UCF campus bookstore* and pay \$93.30 to continue to access MyLab Math. (Go to the “First Day” desk.) If you don’t do either of these by Wednesday, September 11, 2019, 11:59pm, then you will lose access to MyLab Math. *If you have any questions, please contact the UCF campus bookstore manager.*

We will access MyLab Math through Webcourses using a single sign-on feature. During testing you must close Webcourses or any other window except the MLM test window.

**First Week Required Academic Activity:** As of Fall 2014, all faculty members are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete the REQUIRED ACADEMIC ACTIVITY quiz in Webcourses no later than **Friday, August 30, 2019 by 11:59pm EDT**. Failure to do so may result in a delay in the disbursement of your financial aid.

**Class Activities and the iClicker2:** We will be using the iClicker2 feedback system in every lecture to provide an interactive classroom environment. The iClicker2 will be used two or three times during each lecture; be prepared to “click in” your answers to the questions posed. You must bring your iClicker2 to each class in order to get the class attendance scores. Participation and attendance grades will be reflected in iClicker2 responses.

**Purchase:**

Be sure to purchase the correct iClicker2 for our course as there are several types of clickers available. It may be possible to find an iClicker2 secondhand, and/or to sell your used iClicker2 at the end of the semester.

**Registration:**

Register at <https://www.iclicker.com/remote-registration-form-for-classic> . **Be sure to enter your NID in the Student ID field on the web site (2 letters, then 6 numeric digits)**. Students are required to register their iClicker2 by Thursday of the second week of class meetings. A student who fails to register their iClicker2 by the end of the second week will not receive lecture participation points until registered and any zeros earned will not be changed.

**Academic Honesty:**

**Using two iClicker2s during class is PROHIBITED.** *If a student “clicks in” for another student who is not in the classroom, both students will face disciplinary actions which will include a referral to student conduct and the possibility of receiving a ZF for the course grade*

**Policy: The following policies will apply to the use of iClicker2 in the course:**

- Each student is responsible for registering his/her own clicker ID under the correct student name as listed in MyUCF.
- iClicker2s must be registered at the start of the semester even if registered during a previous semester. Should a student replace an iClicker2 during the semester, the student is responsible for registering the new iClicker2 and informing the instructor.

- Using two iClicker2s during class is PROHIBITED. If a student “clicks in” for another student who is not in the classroom, both students will face disciplinary actions which will include receiving a ZF for the course grade.
- If a student fails to bring their iClicker2 to class, they will not receive class participation points associated with the clicker responses for that day.
- Students are expected to come to class prepared with fresh batteries for their iClicker2. Dead batteries will not excuse missed clicker responses.
- Unless otherwise specified, discussing clicker questions in class is NOT cheating; it is part of the learning exercise.
- A student who owns an iClicker can use it during class but there will be some questions that cannot be answered as the iClicker does not have numeric ability like the iClicker2.

**Friday MALL Session:** There is a scheduled MALL session each Friday. Attendance is taken as you log in and log out through Webcourses. The purpose of the scheduled MALL time is to work on homework and ask questions about the material (20 – 30 minutes), and to take a weekly quiz. You will have the opportunity to take the quiz more than once. Students can earn two grades every non-test Friday, for attending at least 70 minutes and for taking the quiz during their Friday MALL session.

The weekly quizzes are IP locked and must be done during your scheduled Friday MALL time. Weekly quizzes can be taken unlimited number of times during the MALL session and the highest score will be captured. There is no quiz during test week; instead the test will be administered during that scheduled MALL period.

**Homework Assignments and Quiz Dates:** Homework Assignments will typically be due on Monday. There will be a quiz during our scheduled MALL period each Friday other than exam days. All assignment due dates will appear in MyLab Math.

#### Grading Scale:

Average	Grade
90 – 100%	A
80 – 89%	B
70 – 79%	C
40 – 69% (must take final)	NC (Not for credit)**
Otherwise	F

The official method of contact is Knights email, always include your full name, NID, Math section number (not class meeting time). Grade discussion must be in person.

**\*\* Students must take the final exam and the final is comprehensive. Please note all tests may be comprehensive because math builds on prior concepts.**

**This course is an NC course. Please see <http://fyae.sdes.ucf.edu/faq> for complete details on NC policy.**

**Academic Honesty:** All students are required to abide by the Academic Honesty Guidelines. We must develop, sustain and protect an academic environment of honesty, trust, and respect. Please read and understand all policies listed in <http://creed.ucf.edu/points>, <http://www.goldenrule.sdes.ucf.edu>. The Z Designation will be used in cases of academic dishonesty as decided by the UCF Office of Student Conduct.

**Grading Scale:** Your final grade will be no less than the following:

	Option A	Option B
Homework	10%	10%
MALL	5%	5%
Quiz	5%	5%
Class activity	5%	5%
Test 1	Best 2 are 50%	0%
Test 2		0%
Test 3		0%
Final	25%	75%

The student's grade average will be calculated using both options and the highest average will be used to determine the student's final letter grade. You do not need to contact your instructor with your choice of option.

*-Note: The lowest scores equivalent to two weeks' amount of homework, class activity, MALL, and quiz will be dropped prior to calculating your final overall grade.*

### **Test Dates:**

Test dates	Sections
Test 1*: September 20	5.1 – 5.6
Test 2*: October 25	5.7, 5.8, 6.1 – 6.6
Test 3*: November 22	7.1, 7.2, 7.3, 7.5, 8.1, and 8.2
Final Exam*: December 5, 6, 9, 10, and 11	Final Exam Registration: 11/26 (9:00am) – 12/4 (11:59pm)

*\*No student should make travel plans prior to or on test days.*

### **Make-up Policy:**

*Makeup exams after the exam will not be given.*

*Should you miss an exam because of your participation in official University-sponsored activities (e.g., intercollegiate athletics) please provide the instructor your Program Verification Form. For religious observances (see restrictions), legal obligations (such as jury duty), or military obligations, you may make up the exam. However, you must obtain permission from your instructor ahead of time and provide valid and complete documentation in advance (e.g. UCF Program Verification Form, copy of military orders, jury notice). Otherwise, a grade of zero for the missed exam will be factored into your course average. Make-ups must be made before the missed assignment due date. It is at your professor's discretion to determine whether the reason why you missed an exam grants a make-up exam. Personal travel plans or illness are not valid reasons for taking tests at a different date/time than scheduled.*

*Alternative to make-ups to handle any other circumstances such as illness, serious family emergencies, personal travel plans, etc., there will be a fixed number of drops given to all students enrolled in this course. There will be at least two drops in class activities, homework assignments and MALL activities. If you miss more than one exam from Tests 1, 2 and 3, then your final exam will be 75% of your course grade. No make-up will be given, other than 'incomplete', if the student misses the final exam due to a documented emergency such as hospital admission or death in the immediate family. Students who miss the final exam under such circumstances should contact the instructor immediately and no later than December 11, 2019 to get consideration.*

## TEST POLICIES & PROCEDURES:

The tests will be in MyLab Math which you will access through Webcourses. Tests will be on Friday during our scheduled MALL time. Please follow this check list:

- Have an active MyLab Math account. You should check your account before you go to the test.
- Memorize your NID and password to log into a computer and Webcourses.
- Make sure that you arrive early as the test will start on time. You will lose elapsed time if you are late or don't know login information and need to retrieve it.
- If you miss any of the first three tests, it will be your dropped test. If you miss two or more tests, then Option B will be used to calculate your grade.
- You must have a UCF ID and put it on the desk, on the left side of the keyboard to make it easy for the staff to check.
- 8 1/2" x 11" bluebook/greenbook with nothing written on it (see UCF bookstore or vending machine outside MALL or Student Union front desk).
- \$.50 (= two quarters) if you are going to use a locker (read instructions before you use a locker so you don't lose the money before it locks). No personal belongings are allowed in the MALL during testing.
- Writing utensil(s).
- NO cellphones, NO skateboards, NO calculators (you'll be loaned a TI-30XA), NO smart watches. (If you don't want to put them in a locker please don't bring them with you and don't jeopardize your grade.)
- During Tests 1, 2, 3, or the final if your phone makes noise, is observed to be on, or you access it for any reason while you are in the testing room you will be given a zero on that test and possibly will be sent to the Office of Student Conduct.
- At all times, you must abide by Mathematics Assistance and Learning Lab (MALL) Policies and Procedures; please visit <http://mall.cos.ucf.edu/> as it is the student's responsibility to read, understand and follow policies.
- The use of any algebra solving app, algebra solving calculator or algebra solving software is cheating and the student will be sent to student conduct for cheating.
- After taking the test and during the remaining portion of that test week the dissemination of the contents of the test by any means is unauthorized assistance and is a violation of the UCF Code and the student will be sent to Student Conduct.
- No formulas will be provided.
- No learning aids of any type including note cards with formulas or facts will be allowed.

### Learning Objectives:

After the completion of this course, without learning aids of any type including formulas or fact sheets, students will be able to

1. Describe the angle measurements by using radians and degrees.
2. Evaluate the exact values of the six trigonometric functions or estimate them for the given angles with or without a scientific calculator.
3. Describe and apply the properties of the six trigonometric functions and their transformations to solve the application problems.
4. Describe the properties of the six inverse trigonometric functions.
5. Evaluate the six inverse trigonometric functions.
6. Solve trigonometric equations and their application problems in a rectangular coordinate system or in a polar coordinate system.

Test 1 will assess objectives 1, 2 and 3. Test 2 will assess objectives 3, 4 and 5. Test 3 will assess objectives 3 and 6. The final exam will assess objectives 1, 2, 3, 4, 5 and 6.

## Further Details:

### Chapter 5: Trigonometric Functions

#### 5.1 Angles and Their Measures

Convert between Decimals and Degrees, Minutes, Seconds Measures for Angles. Find the Arc Length of a Circle. Convert from Degrees to Radians and from Radian to Degrees.

#### 5.2 Right Triangle Trigonometry

Find the Values of Trigonometric Functions of Acute Angles. Use the Fundamental Identities. Find the Values of the Remaining Trigonometric Functions, Given the Value of One of Them. Use the Complementary Angle Theorem.

#### 5.3 Computing the Values of Trigonometric Functions of Acute Angles

Find the Exact Values of the Trigonometric Functions of Common Angles. Use a Calculator to Approximate the Values of the Trigonometric Functions of Acute Angles. Model and Solve Applied Problem Involving Right Triangles.

#### 5.4 Trigonometric Functions of Any Angle

Find the Exact Values of the Trigonometric Functions for Any Angle. Use Coterminal Angles to Find the Exact Value of a Trigonometric Function. Determine the Signs of the Trigonometric Functions of an Angle in a Given Quadrant. Find the Reference Angle of an Angle. Use a Reference Angle to Find the Exact Value of a Trigonometric Function. Find the Exact Values of Trigonometric Functions of an Angle, Given Information about the Functions.

#### 5.5 Unit Circle Approach: Properties of the Trigonometric Functions

Find the Exact Values of the Trigonometric Functions Using the Unit Circle. Know the Domain and Range of the Trigonometric Functions. Use the Periodic Properties to Find the Exact Values of the Trigonometric Functions. Use Even-Odd Properties to Find the Exact Values of the Trigonometric Functions.

#### 5.6 Graphs of the Sine and Cosine Functions

Graph Functions of the Form  $y=A \sin(\omega x)+B$  Using Transformations. Graph Functions of the Form  $y=A \cos(\omega x)+B$  Using Transformations. Determine the Amplitude and Period of Sinusoidal Functions. Graph Sinusoidal Functions Using Key Points. Find an Equation for a Sinusoidal Graph.

#### 5.7 Graphs of the Tangent, Cotangent, Cosecant, and Secant Functions

Graph Functions of the Form  $y=A \tan(\omega x)+B$  and  $y=A \cot(\omega x)+B$ . Graph Functions of the Form  $y=A \csc(\omega x)+B$  and  $y=A \sec(\omega x)+B$

#### 5.8 Phase Shift

Graph Sinusoidal Functions of the Form  $y=A \sin(\omega x-\phi)+B$

### Chapter 6: Analytical Trigonometry

#### 6.1 The Inverse Sine, Cosine, and Tangent Functions

Find the Exact Value of an Inverse Sine Function. Find an Approximate Value of an Inverse Sine Function. Use Properties of Inverse functions to Find Exact Values of Certain Composite Functions. Find the Inverse Function of a Trigonometric Function.

#### 6.2 The Inverse Trigonometric Functions (Continued)

Find the Exact Value of Expressions Involving the Inverse Sine, Cosine, and Tangent Functions.

Define the Inverse Secant, Cosecant, and Cotangent Functions. Use a Calculator to Evaluate  $\sec^{-1} x$ ,  $\csc^{-1} x$ , and  $\cot^{-1} x$ . Write a Trigonometric Expression as an Algebraic Expression.

### 6.3 Trigonometric Equations

Solve Equations Involving a Single Trigonometric Function. Solve Trigonometric Equations Using a Calculator. Solve Trigonometric Equations Quadratic in Form. Solve Trigonometric Equations Using Fundamental Identities.

### 6.4 Trigonometric Identities

Use Algebra to Simplify Trigonometric Expressions. Establish Identities.

### 6.5 Sum and Difference Formulas

Use Sum and Difference Formulas to Find Exact Values.

Use Sum and Difference Formulas to Establish Identities.

### 6.6 Double-angle and Half-angle Formulas

Use Double-angle Formulas to Find Exact Values. Use Double-angle Formulas to Establish Identities. Use Half-angle Formulas to Find Exact Values.

### 6.7 (Not Tested) Product-to-Sum and Sum-to-Product Formulas

Express Products as Sums. Express Sums as Products.

## Chapter 7: Applications of Trigonometric Functions

### 7.1 Applications Involving Right Triangles

Solve Right Triangles. Solve Applied Problems.

### 7.2 The Law of Sines

Solve SAA or ASA Triangles. Solve SSA Triangles. Solve Applied Problems.

### 7.3 The Law of Cosines

Solve SAS Triangles. Solve SSS Triangles. Solved Applied Problems.

### 7.4 Simple Harmonic Motion

Build a Model for an Object in Simple Harmonic Motion. Analyze Simple Harmonic Motion.

## Chapter 8: Polar Coordinates; Vectors

### 8.1 Polar Coordinates

Plot Points Using Polar Coordinates. Convert from Polar Coordinates to Rectangular Coordinates. Convert from Rectangular Coordinates to Polar Coordinates. Transform Equations between Polar and Rectangular Form.

### 8.2 Polar Equations and Graphs

Identify and Graph Polar Equations by Converting to Rectangular Equations. Test Polar Equations for Symmetry. Graph Polar Equations by Plotting Points.

### 8.4 Vectors

Graph Vectors. Find a Position Vector. Add and Subtract Vectors Algebraically. Find a Scalar Multiple and the Magnitude of a Vector. Find a Unit Vector. Find a Vector from Its Direction and Magnitude.

### 9.7 Plane Curves and Parametric Equations

Graph Parametric Equations. Find a Rectangular Equation for a Curve Defined Parametrically. Use Time as a Parameter in Parametric Equations. Find Parametric Equations for Curves Defined by Rectangular Equations.

**Holidays (UCF closed):**

Labor Day                    Monday, September 2, 2019  
 Veterans' Day                Monday, November 11, 2019

**Test Dates:**

Test dates	Sections
Test 1*: September 20	5.1 – 5.6
Test 2*: October 25	5.7, 5.8, 6.1 – 6.6
Test 3*: November 22	7.1, 7.2, 7.3, 7.5, 8.1, and 8.2
Final Exam*: December 5, 6, 9, 10, and 11	Final Exam Registration: 11/26 (9:00am) – 12/4 (11:59pm) Final Exam range includes all sections covered throughout the semester except 6.7.

\*No student should make travel plans prior to or on test days.

**Course Schedule:**

Week	Dates	Topics
1	Aug 26 – Sep 1	5.1. Angles and Their Measure 5.2. Right Triangle Trigonometry
2	Sep 2 – Sep 8	5.2. Right Triangle Trigonometry (Continued) 5.3. Computing the Values of Trigonometric Functions of Acute Angles
3	Sep 9 – Sep 15	5.4. Trigonometric Functions of Any Angle 5.5. Unit Circle Approach: Properties of Trigonometric Functions
4	Sep 16 – Sep 22	5.6. Graphs of Sine and Cosine Functions Review, Exam 1 on September 20 (5.1 – 5.6)
5	Sep 23 – Sep 29	5.7. Graphs of Tangent, Cotangent, Cosecant 5.8. Phase Shift: Sinusoidal Curve Fitting
6	Sep 30 – Oct 6	6.1. Inverse Sine, Cosine, and Tangent Functions 6.2. Inverse Trigonometric Functions (continued)
7	Oct 7 – Oct 13	6.3. Trigonometric Equations 6.4. Trigonometric Identities
8	Oct 14 – Oct 20	6.5. Sum and Difference Formulas 6.6. Double-angle and Half-angle Formulas
9	Oct 21 – Oct 27	6.7. Product-to-Sum and Sum-to-Product Formulas Review, Exam 2 on October 25 (5.7, 5.8, 6.1 – 6.6)
10	Oct 28 – Nov 3	7.1. Applications Involving Right Triangles 7.2. Law of Sines
11	Nov 4 – Nov 10	7.3. Law of Cosines 7.5. Simple Harmonic Motion
12	Nov 11 – Nov 17	8.1. Polar Coordinates 8.2. Polar Equations and Graphs
13	Nov 18 – Nov 24	8.2. Polar Equations and Graphs Review, Exam 3 on November 22 (7.1, 7.2, 7.3, 7.5, 8.1, and 8.2)



14	Nov 25 – Dec 1	8.4. Vectors
		9.7. Plane Curves and Parametric Equations
15	Dec 2 – Dec 4	Review
16	Dec 5 – Dec 11	Final Exam Final Exam range includes all sections covered throughout the semester except 6.7.

**Religious Policy:** It is the practice of the University of Central Florida to reasonably accommodate the religious observances, practices, and beliefs of individuals in regard to admissions, class attendance, and the scheduling of examinations and work assignments. A student who desires to observe a religious holy day of his or her religious faith must notify his/her instructor in writing at the beginning of the term (prior to 5:00 PM on Friday, August 30) to be excused from classes to observe the religious holy day. Please note that documentation will be requested.

**Course Accessibility Statement:** The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need disability-related access in this course should contact the professor as soon as possible. Students should also connect with Student Accessibility Services (SAS) <http://sas.sdes.ucf.edu/> (Ferrell Commons 185, [sas@ucf.edu](mailto:sas@ucf.edu), phone: 407-823-2371). Through Student Accessibility Services, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential access and accommodations that might be reasonable. Determining reasonable access and accommodations requires consideration of the course design, course learning objectives and the individual academic and course barriers experienced by the student.

**Campus Safety Statement:** Emergencies on campus are rare, but if one should arise during class, everyone needs to work together. Students should be aware of their surroundings and familiar with some basic safety and security concepts. In case of an emergency, dial 911 for assistance. Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Students should make a note of the guide’s physical location and review the online version at [http://emergency.ucf.edu/emergency guide.html](http://emergency.ucf.edu/emergency%20guide.html) Students should know the evacuation routes from each of their classrooms and have a plan for finding safety in case of an emergency. If there is a medical emergency during class, students may need to access a first-aid kit or AED (Automated External Defibrillator). To learn where those are located, see <http://www.ehs.ucf.edu/AEDlocations-UCF> (click on link from menu on left). To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to [my.ucf.edu](http://my.ucf.edu) and logging in. Click on "Student Self Service" located on the left side of the screen in the toolbar, scroll down to the blue "Personal Information" heading on the Student Center screen, click on "UCF Alert", fill out the information, including e-mail address, cell phone number, and cell phone provider, click "Apply" to save the changes, and then click "OK." Students with special needs related to emergency situations should speak with their instructors outside of class. To learn about how to manage an active-shooter situation on campus or elsewhere, consider viewing this video (<https://youtu.be/NIKYajEx4pk>).

**Accessibility Related Accommodations:** It is my goal that this class be an accessible and welcoming experience for all students, including those with disabilities that may impact learning in this class. If anyone believes the design of this course poses barriers to effectively participating and/or demonstrating learning in this course, please meet with me (with or without a Student Accessibility Services (SAS) accommodation letter) to discuss reasonable options or adjustments. During our discussion, I may suggest the possibility/necessity of your contacting SAS (Ferrell Commons 185; 407-823-2371; [sds@ucf.edu](mailto:sds@ucf.edu)) to talk about academic accommodations. You are welcome to talk to me at any point in the semester about course design concerns, but it is always best if we can talk at least one week prior to the need for any modifications.

**Academic Integrity Statement:** Students should familiarize themselves with UCF’s Rules of Conduct at <http://osc.sdes.ucf.edu/process/roc> According to Section 1, "Academic Misconduct," students are prohibited

from engaging in Unauthorized assistance: Using or attempting to use unauthorized materials, information or study aids in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course-related material also constitutes cheating. Communication to another through written, visual, electronic, or oral means: The presentation of material which has not been studied or learned, but rather was obtained through someone else's efforts and used as part of an examination, course assignment, or project. Commercial Use of Academic Material: Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or without the express written permission of the university and the instructor. Course materials include but are not limited to class notes, Instructor's PowerPoints, course syllabi, tests, quizzes, labs, instruction sheets, homework, study guides, handouts, etc. Falsifying or misrepresenting the student's own academic work. Plagiarism: Using or appropriating another's work without any indication of the source, thereby attempting to convey the impression that such work is the student's own. Multiple Submissions: Submitting the same academic work for credit more than once without the express written permission of the instructor. Helping another violate academic behavior standards. For more information about Academic Integrity, students may consult The Center for Academic Integrity, <http://www.academicintegrity.org/icai/assets/FVProject.pdf> . For more information about plagiarism and misuse of sources, see "Defining and Avoiding Plagiarism: The WPA Statement on Best Practices" <http://wpacouncil.org/node/9>

**Responses to Academic Dishonesty, Plagiarism, or Cheating:** Students should also familiarize themselves with the procedures for academic misconduct in UCF's student handbook, The Golden Rule <http://goldenrule.sdes.ucf.edu/docs/goldenrule.pdf>. UCF faculty members have a responsibility for students' education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to academic misconduct. Penalties can include a failing grade in an assignment or in the course, suspension or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty, where the final grade for this course will be preceded by the letter Z. For more information about the Z Designation, see <http://goldenrule.sdes.ucf.edu/zgrade>

**Deployed Active Duty Military Students:** A deployed active duty military student who feels the need for a special accommodation due to that unique status should contact their instructor to discuss the circumstances. Please provide a paper copy of your military orders.

**Disclaimer:** *Instructor has the right to make some adjustments to syllabus and any adjustment will be announced in class and via email and/or Webcourses announcements.*

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