Summer B 2023 MAC 1114C Syllabus

MAC 1114C: College Trigonometry

Department of Mathematics, UCF College of Sciences

3 Credit Hours

Section: B001

Course Syllabus

<table>
<thead>
<tr>
<th>Instructor:</th>
<th>Mr. Keith Carlson</th>
<th>Term:</th>
<th>Summer B 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Hours:</td>
<td>Monday, Tuesday, Wednesday, Thursday 11 a.m. – 12:15 p.m. in Mathematical Sciences Building (MSB) – 106 (inside Suite 107)</td>
<td>Class Hours:</td>
<td>Monday, Wednesday 1 – 2:30 p.m. in MSB – 240, 241, 242, 153 (these rooms are all part of the MALL)</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:keith.carlson@ucf.edu">keith.carlson@ucf.edu</a></td>
<td>Course Modality:</td>
<td>P (face-to-face, in person only)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tuesday, Thursday 1 – 2:50 p.m. in VAB – 132</td>
</tr>
</tbody>
</table>

Course Description: Prerequisites: Appropriate score on the UCF Math Placement Exam, or MAC 1105C with a "C" (2.0) or higher, or C.I. Understanding prerequisite knowledge is the responsibility of the student. 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 problems 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 both to master the subjects and to solve the problems.
**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 (on Fridays the MALL is closed to trig students), try the Math Success Center (MSB, bottom floor, Suite 113) or see me during my office hours.

**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 (a syllabus quiz) in WebCourses by the end of the first week of classes, no later than Friday, June 30, 2023, by 5:00 p.m. Failure to do so may result in a delay in the disbursement of your financial aid.

**Required Materials**

2. Computer and Internet Access.
3. TI-30Xa scientific calculator: This calculator is provided only during the proctored exams in the MALL (MSB 240, 241, 242, and 153) at UCF.
4. Four 8.5”x11” bluebooks/greenbooks, used for testing. They must be blank, i.e., nothing written on them or in them.
5. Regular notebook (spiral-bound or binder) to keep neat and organized notes.

**Textbook Purchase Options**

Through *First Day / Inclusive Access* in WebCourses: The Course Materials tab in WebCourses appears on the left sidebar. Click on that tab, then choose ‘Opt-In’, then choose “Confirm” to participate. Then, you will get a deep discount. The charge goes to your student account, some time after the add/drop/swap deadline (Friday, June 30, 2023). If you do not opt-in by Sunday night July 2, 2023, then you will have to buy course access through the UCF bookstore, which will be more expensive.

**Special Pearson Zoom Office Hours for UCF (Week 1 of Summer B Session)**

https://pearson.zoom.us/j/99434334621

Wednesday, June 28: 11 a.m. – 2 p.m.
Thursday, June 29: 11 a.m. – 2 p.m.
Friday, June 30: 11 a.m. – 2 p.m.

**Attendance**

Lectures are delivered on campus in VAB – 132 on Tuesday and Thursday. Lectures are not video-recorded, but written notes will be posted in WebCourses.

On non-test-week Mondays and Wednesdays (starting the second week, 7/3/2023) during class time (1 – 2:30 p.m.) there will be a quiz or quizzes to be done only in the MALL. Students are free to get help with the quiz or with other questions they may have. Once the quiz is finished, students may leave.

**Homework assignments and Quiz dates**

1. Homework Assignments are typically *due on Sunday*. 
2. **Quizzes** are typically *due on Wednesday*.

**Exams**

Exams 1, 2, 3, and the Final Exam will be fully online with MyLab Math. The exams are in-person, proctored, closed book and closed notes. **The exams will take place at MSB 153, 241, 240, and 242 (the MALL) on the UCF campus. You will have to bring your UCF ID, an unmarked greenbook, and $.50 (= two quarters, NO CARDS) for locker use for personal items when you come for the exams. A TI-30Xa calculator will be provided. You are not allowed to use your own calculator.**

**Exam dates:**

<table>
<thead>
<tr>
<th>Test dates</th>
<th>Location</th>
<th>Time</th>
<th>Duration</th>
<th># of Questions</th>
<th>Sections</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1*:</td>
<td>MSB 240-242, MSB 153</td>
<td>1 - 2 p.m.</td>
<td>60 minutes</td>
<td>TBA</td>
<td>Sections 5.1 – 5.6</td>
</tr>
<tr>
<td>July 5 (Wed.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Exam 2*:</td>
<td>MSB 240-242, MSB 153</td>
<td>1 - 2 p.m.</td>
<td>60 minutes</td>
<td>TBA</td>
<td>Sections 5.7, 5.8, 6.1 – 6.6</td>
</tr>
<tr>
<td>July 12 (Wed.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Exam 3*:</td>
<td>MSB 240-242, MSB 153</td>
<td>1 - 2 p.m.</td>
<td>60 minutes</td>
<td>TBA</td>
<td>Sections 7.1 – 7.3, 7.5, 8.1, 8.2</td>
</tr>
<tr>
<td>July 26 (Wed.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Exam</td>
<td>MSB 240-242, MSB 153</td>
<td>TBA</td>
<td>100 minutes</td>
<td>TBA</td>
<td>The final exam will be comprehensive. It will include everything except sum-to-product and product-to-sum formulas.</td>
</tr>
<tr>
<td>August 2 (Wed.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**MALL Regulations on Exam days**

Please follow this checklist:

- Have an active MyLab Math account
- **Bring a green/blue book.** You can get up to 4 green/blue books for free during the semester at Student Government Office (Student Union Suite 346), All Knights Study at Ferrell Commons, All Knights Study at Knights Plaza, Student Union Information Desk. You must go there during regular business hours with your UCF student ID. If you need more than 4 green books during the semester, then **green books can still be purchased in several vending machines on campus and at the bookstore.**
- 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, then that will be your dropped test.
• You must have a UCF ID and put it in front of the desk, on the left side of the keyboard, to make it easy for the staff to check.
• $.50 (= two quarters, NO CARDS) 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 sent to 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 and is a violation of the UCF code and the student will be sent to Student Conduct.

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.

Internet outage statement

The use of the internet is essential for the proper operation of this class. To avoid difficulties with internet outages, interruptions, or technical difficulties affecting the completion of the assignments of this class, the student must have a back-up plan to put into effect on encountering any of these difficulties. This is the responsibility of the student to have such a back-up plan and to put it into effect if problems arise. This might include using phone data plans or other mechanisms to resolve the problems.

Pre-arranged exam

If you cannot take an exam on the exam day because of your participation in official University-sponsored activities (e.g., intercollegiate athletics), religious observances (see restrictions), legal obligations (such as jury duty), or military obligations, then 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). Your professor will rearrange the exam day. Otherwise, a grade of zero for the missed exam will be factored into your course average. It is at your professor’s discretion to determine whether the reason why you miss an exam grants a pre-arranged
exam or not. *Personal travel plans are not valid reasons for taking tests at a different date/time than scheduled.*

**Make-up exam**

The first exam you missed due to a personal emergency will be the lowest exam to be dropped. If you missed more than one exam, then option 2 will be applied. No make-up exam will be given. Please read the assessment methods for further details.

**SAS student regulation:**

- I will set your exam duration based on SAS recommendation. However, if you come to the MALL, then you will give up your accommodation. You will have to start and finish the exam like any other students who don’t have extended exam time even if your WebAssign clock indicates your remaining time based on SAS recommendation. **If you are a SAS student and need further accommodation for the exams, then you must take exams at the SAS testing center. You are responsible for reserving your schedule at the SAS testing center. Please refer to the following website for when and how you request the exam accommodation:**

  [https://sas.sdes.ucf.edu/students/exams/](https://sas.sdes.ucf.edu/students/exams/)

- If you are a SAS student who has a chronic illness that can be flared up unpredictably, then the same regulation will be applied for the first missed exam because your personal emergency is covered by the exam drop policy. We will follow the SAS guideline from the second missed exam. If you miss the exam more than once, then you need to contact me as soon as possible to get further accommodation.

**MyLab Math Tech Support**

*Your course professor doesn’t troubleshoot technical issues.* If you experience any technical issues or have questions, then you can contact the Pearson tech support. The link to the tech support site is on our course website (see the MAC 1114 Summer 23 First Day.pdf) or you can go to [https://tinyurl.com/firstdayfaq](https://tinyurl.com/firstdayfaq). If the tech support determines that they need professor’s help, then they will contact the professor directly.

**Holidays**

Independence Day, Tuesday July 4, 2023

**Grading Scale:** This course is designated to NC course. That is, this course will not provide the course grade D. Different from other course grades, NC doesn’t affect your GPA. However, you must take the course again.

Your final grade will be no less than the following:

<table>
<thead>
<tr>
<th>Average</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 – 100%</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89%</td>
<td>B</td>
</tr>
</tbody>
</table>
70 – 79%  |  C
---|---
30 – 69%  |  NC
(Not for credit) *
Otherwise  |  F

*Students who are scoring an NC but who do not take the final exam will receive an F.

**Your course total will appear in WebCourses grade book after Exam 2.** You will not be able to see your course total before that. You can calculate your course total manually by following the methods explained in the frequently asked question ‘How to calculate my current grade?’ on our course website.

**Assessment methods:** **Drops in homework, quizzes, and exams will be applied after Exam 3.**

At the end of the semester, the better one will be automatically chosen for the final course grade.

**Option 1:**

<table>
<thead>
<tr>
<th>Weights</th>
<th>Number of Drops</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes</td>
<td>10 % Lowest 3</td>
</tr>
<tr>
<td>Exam 1, Exam 2, Exam 3</td>
<td>50 % Lowest 1</td>
</tr>
<tr>
<td>Homework</td>
<td>10 % Lowest 3</td>
</tr>
<tr>
<td>MALL Quizzes</td>
<td>5 % Lowest 2</td>
</tr>
<tr>
<td>Final Exam</td>
<td>25 % No Drop</td>
</tr>
</tbody>
</table>

**Option 2:**

<table>
<thead>
<tr>
<th>Weights</th>
<th>Number of Drops</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes</td>
<td>10 % Lowest 3</td>
</tr>
<tr>
<td>Exam 1, Exam 2, Exam 3</td>
<td>0 % Drop All</td>
</tr>
<tr>
<td>Homework</td>
<td>10 % Lowest 3</td>
</tr>
<tr>
<td>MALL Quizzes</td>
<td>5 % Lowest 2</td>
</tr>
<tr>
<td>Final Exam</td>
<td>75 % No Drop</td>
</tr>
</tbody>
</table>

**Learning Objectives**

After the completion of this course, 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 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.
7. Solve the application problems in vector space.

Section by section details of learning objectives:

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

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

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

9.7 Plane Curves and Parametric Equations

**Religious Policy (UCF-5.020):** 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 p.m. on Monday, July 3) 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, 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 accommodation 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 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 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) 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/ica/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

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. 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 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).

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

Unauthorized Use of Websites and Internet Resources. There are many websites claiming to offer study aids to students, but in using such websites, students could find themselves in violation of academic conduct guidelines. These websites include (but are not limited to) Quizlet, Course Hero, Chegg Study, and Clutch Prep. UCF does not endorse the use of these products in an unethical manner,
which could lead to a violation of our University’s Rules of Conduct. They encourage students to upload course materials, such as test questions, individual assignments, and examples of graded material. Such materials are the intellectual property of instructors, the university, or publishers and may not be distributed without prior authorization. Students who engage in such activity could be found in violation of academic conduct standards and could face course and/or University penalties. Please let me know if you are uncertain about the use of a website so I can determine its legitimacy.

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