

The following items should be included on the syllabus distributed to the student at the first meeting:

Office Hours: Time and place of office hours. University requirement is 5 hours for faculty and visiting faculty, 3 hours for graduate students, and 2 hours for part-time instructors.

Prerequisites: 1. ACT Math score of 20 or more
or 2. Placed into by Math Placement Test
or 3. Passed MATH0980

Please announce the prerequisites during the first class or two. Students who do not satisfy the prerequisites should see their advisors.

NOTE: No prior knowledge of trigonometry is to be assumed.
No credit if MATH1340 is passed.

Text: *Trigonometry* by Larson & Hostetler (8th edition)

Resources: Students should be made aware of the tutoring help the University provides. Mathematics tutoring is provided by the Mathematics Learning and Resource Center that is located in the basement of Carlson Library - phone ext. 2176. It operates on a walk-in basis. Please notify your students of tutoring available at the LEC (or email them the link). LEC Tutoring Hours: Monday/Thursday 9AM - 8PM, Tuesday/Wednesday 9AM - 9PM, Friday 9AM - 2PM.

Grading and Evaluation: Syllabus should describe the methods of evaluation whether quizzes, exams or graded assignments. Three or four one-hour exams plus the comprehensive final exam should be sufficient to determine a grade. A description of a grading method that includes the proportion that each evaluating method counts toward the grade should be described. If the grading method uses a grading scale it should be clearly stated. In scheduling quizzes and exams it should be kept in mind that the last day to add/drop the class is the 15th calendar day of the semester and the last day to withdraw from the class is the end of the tenth week. By these dates students like to have some measure of their progress in the class. Also be sure to publish a policy concerning missed exams and quizzes due to excused absence as directed by the University's missed class policy - see http://www.utoledo.edu/facsenate/missed_class_policy.html.

Class Schedule: Syllabus should provide a list of sections to be covered and should indicate the material that might be covered on each in class examination. It is advisable to provide at least a tentative exam schedule. In formulating a schedule for the class enough time should be budgeted to cover the following topics thoroughly.

LIST OF TOPICS:

Chapter P, Section 6	Graphing functions	1 hour
Chapter 1, Sections 1-8	The unit circle, definition of sine and cosine, graphs of trig functions, inverse functions	16 hours
Chapter 2, Sections 1-5	Basic identities, solving trig equations, sum and difference formulas, multiple angle formulas	9 hours
Chapter 3, Sections 1-2	Law of sines and cosines, applications	5 hours
Chapter 6, Sections 1-5	Conic sections	9 hours
		40 hours total

NOTE: Most of the Prerequisite Chapter material is taught in College Algebra 1320 so please do not spend more than one class period reviewing some of it. Conics are not taught in College Algebra 1320 so they must be covered. In Chapter 2 Section 5, the product-to-sum and sum-to-product formulas are optional. You must cover the double and half-angle formulas.)