



MAT 170: Precalculus – Fall 24 B Session

Course and instructor information

Familiarize yourself with this Syllabus page to become familiar with the course and to ensure a successful learning experience.

Instructor: Perna Agarwal

Contact Info: Perna.Agarwal@asu.edu

Office Hours: By appointment

Course Description: Intensive preparation for calculus. Topics include functions, domain and range, properties of graphs, transformations of functions, composition and combinations of functions, inverse functions, polynomial functions, rational functions, exponential functions, logarithmic functions, roots of polynomial functions, trigonometric functions and their graphs, trigonometric identities, trigonometric equations.

Credits: 3

Prerequisites or enrollment requirements: MAT 117 with C or better or ALEKS score of 61 or higher; Credit is allowed for only MAT 170 or MAT 171 OR Visiting University Student.

Instructor Initiated Drop: *It is important to access your online course materials for ASU Online to ensure you do not miss any course assignments or supplemental instruction. Failure to access your online course at the start of the term may result in an [instructor-initiated drop for non-attendance](#).*

You must enroll in ALEKS by Sunday October 20, 2024, to ensure that you remain in the course. All students who have not enrolled in ALEKS by this date are subject to being administratively dropped from the class. If you are experiencing issues with your account in the first week, you **MUST** contact the instructor as soon as possible.

Computer requirements

This course requires a computer with Internet access and the following:

- Web browsers ([Chrome](#), [Mozilla Firefox](#), or [Safari](#))
- [Adobe Acrobat Reader](#) (free)
- [Adobe Flash Player](#) (free)
- **Webcam, microphone, headset/earbuds, and speaker**
- Microsoft Office or Google Drive ([Microsoft 365](#) and Google Drive are free for all currently-enrolled ASU students)
- Reliable broadband internet connection (DSL or cable) to stream videos.

Note: A smartphone, iPad, Chromebook, etc. may not be sufficient for completing your work in ASU courses. While you will be able to access course content with mobile devices, you must use a computer for all assignments, quizzes and exams, and virtual labs.

Technical support

This course uses Canvas to deliver content. It can be accessed through MyASU at <http://my.asu.edu> or the Canvas home page at <https://myasucourses.asu.edu>

To monitor the status of campus networks and services, visit the System Health Portal at <http://syshealth.asu.edu/>.

To contact the help desk, call toll-free at 1-855-278-5080.

Student success

To be successful:

- check the Canvas course daily.
- read announcements.
- read and respond to course email messages as needed.
- complete assignments by the due dates specified.
- communicate regularly with your instructor and peers.
- create a study and/or assignment schedule to stay on track.

Help

For technical support, use the Help icon in the black global navigation menu in your Canvas course or visit <https://tech.asu.edu/services/ec>. Support representatives employed at ASU are available to assist you 24 hours a day, 7 days a week.

Course learning outcomes

At the completion of this course, students will be able to solve and graph various types of algebraic functions (including polynomial, rational, exponential, and logarithmic) as well as apply this knowledge to more complex problems. Students will also be able to use the six basic trigonometric functions and their inverses to solve problems, both applied and theoretical.

Textbooks and required purchases.

1. (required): ALEKS 360 Online Access (18 weeks) for Precalculus (ASU) *ISBN 9781264629350* Most class work will be completed in ALEKS. (See Canvas for registration details). The Inclusive Access program allows the Follett Bookstore, ASU, and McGraw Hill to work together to ensure students are receiving

the absolute best price on their materials. ALEKS access will be required for this course. One benefit of Inclusive Access is ALL students have access to ALEKS on the first day of class. The biggest benefit, however, is students receive the lowest price possible for ALEKS. The textbook is included online and the purchase of a physical copy of the textbook is optional.

2. Graphing Calculator: The online calculator <https://desmos.com/calculator> is the only calculator that can be used during exams. You may use a handheld calculator for the learning activities; however, handheld calculators are NOT permitted on the Algebra or Trigonometry exams.

3. Access to a Computer with Webcam: You must have access to a computer with a reliable internet connection. Some features of the course require the use of Chrome as your browser, such as the proctoring service Honorlock which also requires a webcam to be able to take the exams.

Course access in Canvas

Your ASU courses can be accessed in Canvas via canvas.asu.edu, my.asu.edu, and myasucourses.asu.edu; bookmark all in the event that one site is down.

Communicating with the instructor

This course uses a Discussion topic called InScribe for general questions about the course. Prior to posting a question, please check the syllabus, announcements, and existing posts. If you do not find an answer, post your question. You are encouraged to respond to the questions of your classmates.

Whenever possible, use the Canvas Inbox feature to ask questions of a personal nature to your instructor or assigned TA. You can expect a response within several hours, but no later than 24 hours.

ASU email is an official means of communication among students, faculty, and staff. Students are expected to read and act upon messages in a timely fashion. Students bear the responsibility of missed messages and should check their ASU-assigned email regularly.

All instructor correspondence will be sent to your ASU email account.

Course time commitment

This is a time intensive class; success will require scheduling between 18 and 22 hours a week for studying and completing assignments. There is a suggested learning schedule with weekly due dates as well as exam due dates. Manage your time to be on track or ahead of the pacing calendar by creating your personal schedule now.

Absence policies

Attendance is triggered and tracked by the Canvas and ALEKS systems. It is your responsibility to log in and work regularly in the course several times throughout each week. When several days in a row are missed, the number of topics to learn accumulates and it becomes more difficult to make successful progress in the course. Once a module due date passes you lose access to that content until the new module's topics are learned.

If you will be absent from class for individual religious observances/ practices, make arrangements with your instructor in advance. Excused absences related to university-sanctioned events/activities must be in accordance with [ACD 304-02](#), "Missed Classes Due to University-Sanctioned Activities."

Late or missed assignments.

Notify the instructor BEFORE an assignment is due if an urgent situation arises and the assignment will not be submitted on time. Most of the due dates listed in the Suggested Pacing Calendar are **Soft Due Dates** which means you are able to continue working on the assignments for full credit. However, you may experience additional learning difficulties from the need for an increased learning pace to catch back up with the Suggested Pacing Calendar before the **Hard Due Date**. There are two Hard Due Dates, the first is **11/17** at 11:59pm (Arizona Mountain Standard time) and applies to all the assignments in the Algebra portion of the course (Modules A to 14, Reviews 1 - 14, Guided Instruction #1, and the Algebra Exam). The other Hard Due Date is the last day of the course **12/06** at 11:59pm (Arizona Mountain Standard time) and applies to all the assignments in the Trigonometry portion of the course (Modules 15 - 24, Reviews 15 - 24, Guided Instruction #2, and the Trigonometry Exam). Please follow the appropriate University policies to request an [accommodation for religious practices](#) or to accommodate a missed assignment [due to University-sanctioned activities](#).

Submitting assignments

All assignments in ALEKS are automatically scored and the graded items are synced with the Canvas grade book on the assignment due dates. The guided instructional activities are contained in Canvas and must be uploaded through the Canvas assignment submit link. Exam scratch work is not graded but can be useful in determining if partial credit on exam questions is warranted. Please upload a single pdf file of your scratch work to the appropriate exam assignment in Canvas. Do not submit an assignment or scratch work files via email.

Drop and add dates/withdrawals

This course adheres to a compressed schedule and may be part of a sequenced program, therefore, there is a limited timeline to [drop or add the course](#). Consult with your advisor and notify your instructor to add or drop this course. If you are considering a withdrawal, review the following ASU policies: [Withdrawal from Classes](#), [Medical/Compassionate Withdrawal](#), and a [Grade of Incomplete](#).

Suggested Pacing Calendar. 10 - 16 to 12 - 06 Session B

Dates	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sunday
10/14 - 10/20	<i>Smart Start Pre-Session</i>		Module A	Module B	Module 1		On Track Pacing Mod A - 1 Soft Due Date
10/21 - 10/27	Module 2	Module 3 Drop Date	Review Mod 1 - 3	Module 4	Module 5		On Track Pacing Mod 2 - 5 Soft Due Date
10/28 - 11/03	Module 6	Module 7	Review Mod 4 - 7	Module 8	Module 9 Honorlock Practice Test Due		On Track Pacing Mod 6 - 9 Soft Due Date
11/04 - 11/10	Guided Instruction #1	Module 10 Withdrawal Deadline	Module 11	Review Mod 8 - 11	Module 12		On Track Pacing Mod 10 - 12 Soft Due Date
11/11 - 11/17	Veterans Day Holiday	Module 13	Module 14	Review Mod 12 - 14	Algebra Exam		All Algebra Hard Due Date
11/18 - 11/24	Guided Instruction #2	Module 15	Module 16	Module 17	Module 18		On Track Pacing Mod 15 - 18 Soft Due Date
11/25 - 12/1	Module 19 Review Mod 15 - 18	Module 20	Module 21	Thanksgiving Holiday			On Track Pacing Mod 19 - 21 Soft Due Date
12/2 - 12/6	Module 22 Review Mod 19-22	Module 23	Module 24	Review Mod 23-24	Trig. Exam 12/06@11:59pm Hard Due Date		

Modules descriptions:

Algebra:

Review Module Part A
 Review Module Part B
 Module 1: Intro. to Functions
 Module 2: Domain and Range
 Module 3: Properties of Graphs
 Module 4: Transformations of Functions
 Module 5: Combinations and Composition of Functions
 Module 6: Inverse Functions
 Module 7: Quadratic Functions
 Module 8: Polynomial Functions
 Module 9: Rational Functions and their graphs
 Module 10: Exponential functions
 Module 11: Logarithmic functions
 Module 12: Properties of Logarithms
 Module 13: Exponential and Logarithmic Equations
 Module 14: Exponential Growth and Decay

Trigonometry:

Module 15: Angles and Radian Measure
 Module 16: Right Triangle Trigonometry
 Module 17: Trigonometric Functions and the Unit Circle
 Module 18: Trigonometric Functions of any angle
 Module 19: Graphs of Trigonometric Functions
 Module 20: More on Graphs of Trig Functions
 Module 21: Inverse Trigonometric Functions
 Module 22: Trigonometric Identities
 Module 23: Trigonometric Equations
 Module 23: More of Trig Equations
 Module 24: Law of Sines and Law of Cosines

Course Assignments, Scores, and Grading

Course Work	Points
ALEKS Modules	208
2 Guided Instruction Activities	22
7 Weekly Reviews (Formative Assessments)	105
Practice Exam	15
2 Exams	650
Total Points	1,000

Grading:

A+ = [970, 1000]; A = [900, 970);

B+ = [870, 900); B = [800, 870);

C+ = [770, 800); C = [700, 770)

D = [600, 700); E = [0, 600)

(Notice the use of interval notation above)

ALEKS Topics: These are question types for which you must correctly answer a minimum of 2 versions of the question in a row to have the topic marked as Learned. If you miss one version of the question, then you will need to correctly answer 3 or more versions of the question to have the topic marked as Learned.

ALEKS Modules: These are groupings of Topics into similar concept areas. Each Module has between 4 to 13 Topics, and each has its own suggested due date as listed on the Suggested Pacing Calendar. The modules for the Algebra portion of the class (Modules A to 14) all have a **Hard due date** of Sunday night 11/17 at 11:59pm. The modules for the Trigonometry portion of the class (Modules 15 to 24) all have a **Hard due date** of Friday night 12/06 at 11:59pm.

Guided Instruction Activities: These activities include a worksheet along with a video guide to aid with understanding the worksheet instructions and content. The goal of each activity is to foster connections across content from consecutive Modules by summarizing a recently learned concept while providing an activity to understand the next to be learned concept. These are written activities contained in Canvas. You may print out the activities and complete them with pen or pencil, or you may complete them through electronic means. Once you complete the activities, you must create a pdf file and upload it to Canvas. There are 2 Guided Instruction Activities in this course.

Weekly Reviews: (*Formative Assessment*) The weekly reviews (practice exams) consist of topics from the weekly modules and include ones that will be randomly chosen for inclusion on the exam, making these one of the best ways to study for the exams. Completing them and thoroughly understanding the question types contained in the reviews will allow you to assess your readiness for the exams. There is a strong correlation between the score achieved on the practice exams and the score earned on the Algebra and Trigonometry Exams. You may work through the weekly reviews multiple times and your highest score will be the one recorded. Each review has an initial due date as listed on the suggested pacing calendar and a secondary due date with is the same as the exam. In

the initial due date, the score will transfer from ALEKS to Canvas. If you earn a higher score before the secondary due date, that score will sync with Canvas on the exam final due date.

Formative Assessments & Practice Tests The goal of these assessment is to monitor your learning to provide you with ongoing feedback that can be used to improve your learning progress. The Exam Reviews help you to identify your areas of strong understanding and those topics that need to receive additional focus to learn at a deep level. In keeping with the concept that formative assessment are low stakes, they have a small point value, yet great benefit for your learning progress. There are two **Practice Tests**, one for Modules 1 to 14 which prepares you to take the Algebra Exam and the other one for Modules 15 to 24 to prepare you for the Trigonometry Exam. You may take these Practice tests as many times as you like; they do not have any point value towards the course grade, however they will simulate the experience of taking the exam and thus help you to be well prepared.

Honorlock Practice Exam (Required): This activity is worth 15 points and has two purposes. One is to ensure that your computer is properly set up to work with Honorlock and that you will not have any issues when you go to take the Algebra and Trig exams. The second purpose is to ensure you have your webcam set up properly. Full instructions will be provided in Canvas, however, here is a quick screenshot of the proper positioning of the webcam:

Please make sure that your webcam shows your face and full work area, similar to this picture:



**your face, your exam and your desk are
in full view**

Now use your computer's screenshot function or a phone to take a picture of your Honorlock proctoring window (the window that shows the view your webcam has). You will upload that picture by clicking on the link at the top of this question. The professor will use this picture to verify that you have the correct camera placement. You will only get credit for doing this if the picture of your webcam view is similar to the picture above.

Exams: Exams in this course are proctored remotely using Honorlock, a webcam and microphone are required. **If you do not wish to do this, then you should withdraw from the course before the drop deadline.** You have only one attempt for the exams. If you miss an exam, you will receive a zero unless you have a documented reason and have contacted your instructor as soon as possible. No notes are allowed when taking the Algebra and Trig exams. Some Trigonometry formulas are provided

on the Trig exam (see the module reviews for the formula sheet). You must have an ASU Suncard or a government issued Photo ID.

- The Algebra Exam dates:
Opens: After Module 14 **Closes:** Friday, October 15, 2024, 11:59pm (free 2 day extension)
- The Trig Exam dates:
Opens: After Module 24 **Closes:** Friday, December 06, 2024, 11:59pm (no extension)

No cell phones or any additional internet-capable devices are allowed on tests. They must be turned off and made inaccessible for the duration of the test. Accessing a cell phone or internet-capable device for any reason during the test will result in a score of 0 for that test and possible further sanctions through the Dean's office.

Any (parts of) exams, assignments, reports, or solutions to these, from current or previous semesters, posted to any website not affiliated with ASU will result in academic integrity disciplinary actions against the students posting them and the students using them.

Students in online courses taking exams and quizzes at Arizona State University should expect to be proctored. The process includes verifying the identity of the student and providing either live proctors or other forms of proctoring during the exam or quiz. Proctoring of online students requires presenting a valid identification card as part of the verification process and monitoring by online proctoring software.

ASU contracts with three online proctoring software companies. Each company has been carefully reviewed for software security and the protection of student data and must meet the standards of the ASU Internet Security Office. In addition, any company employee, including proctors, who would have access to student data must have a background check and be fingerprinted. Students can take exams in any location that has a reliable Internet connection. It is best to select a quiet location where the student can be alone in a room.

Room Scan: You must complete a complete room scan as indicated in the Honorlock Overview and Checks page and in the Honorlock - Introduction & quick check (both found in the Modules view).

Room Scan Must Include the Following:

- The top surface of the desk or table you will be using to take your exam.
- Under the desk or table, you will be using to take your exam.
- A 360° scan of the room in which you will be taking the exam, including all walls.
- The chair you will be sitting in during the exam.
- Any allowed materials.
- Your right and left ear.
- Each arm (remove any watches or fitness trackers)
- The exam must be taken in the same room that is scanned during the room scan.

NOTE: Failure to complete a proper room scan may result in a zero for your exam grade.

Suggested Plan of Action

You must complete a full semester worth of work in only 7.5 weeks online! Expect to spend at least 18 to 22 hours a week on the class. This is what I suggest:

- 1 – Start by locating the appropriate module in Canvas for the Module you are about to start, view the instructional videos and review the printed notes.
- 2 – Go to ALEKS to start working on the topics. Each topic begins with an instructional page with an example problem worked out. It is good to add this information into your personal notes.
- 3 – Complete the topics in that Module until they are all in learned status.
- 4 - Get help! Take advantage of tutoring resources and/or post questions in Inscribe. You can also email me directly if you have a question of a personal nature.

Online Tutoring: The University Academic Success Programs offers free online tutoring:
<https://tutoring.asu.edu/student-services/online-tutoring>

Inscribe in Canvas: Inscribe is the online forum in Canvas. It features a clean interface that makes following threads easier, the threads are sortable and searchable, and provides the ability to enter symbolic mathematics. It is a collaborative site in which students are encouraged to post questions and other students are encouraged to offer assistance. The instructor monitors this forum regularly, offering feedback whenever necessary.

Student Rules of Engagement for Inscribe in Canvas:

- All questions related to classwork should be posted to the Inscribe forum. Any homework or classwork questions emailed directly to the instructor will not be answered.
- Please include the Module number and question type in your header (e.g. Module 6, topic name).
- Please include a couple lines of your work. You may also photograph your written work and insert the image within the post. Please trim the image size if possible.
- Please be courteous at all times. Vulgar, demeaning, or aggressive language is not allowed.
- Do not use the forum to air grievances or to campaign.
- Do not use the forum for personal messages. Those should be sent by email to the instructor.
- Stay on topic. Do not use the forum for discussions not related to this class.
- Keep a civil and friendly atmosphere. The forum works best when there are a lot of students willing to engage the forum.

Please adhere to these safe community requirements.

Grade of Incomplete: A grade of incomplete, "I", will be awarded only in the event that a documented emergency or illness prevents the student who is doing acceptable work from completing a small percentage of the course requirements.

Failing grades (The E, EN, and EU grades)

- The E grade is for students who participated in the class but did not earn the D grade.
- The EN grade is for student who never once participated in the class. Non-attendance does NOT automatically result in being dropped from the course.
- The EU grade is for students who participated, but then stopped and never resumed.

Exam Make-up Policy: Exceptions to the schedule and requests for make-up examinations can be granted only by the Department Chair, Associate Department Chair or the Coordinator of First Year Mathematics, and for one of the following reasons:

1. Religious conflict (e.g., the student celebrates the Sabbath on Saturday)
2. The student has more than three exams scheduled on the same day as the math final.
3. There is a last-minute personal or medical emergency

The Department reserves the right to request written documentation to substantiate any claim of hardship. Make-up exams will NOT be given for reasons of nonrefundable airline tickets, vacation plans, work schedules, weddings, family reunions, and other such activities. Students should consult the final exam schedule before making end-of-semester travel plans.

Establishing Eligibility for Disability Accommodations: Students who feel they will need disability accommodations in this class but have not registered with the Student Accessibility and Inclusive Learning Services (SAILS, formerly called DRC) should contact SAILS immediately. SAILS staff can also be reached at: 480-965-1234 (V), 480-965-9000 (TTY). Their hours are 8:00 AM to 5:00 PM, Monday through Friday. For additional information, visit: <https://eoss.asu.edu/drc>. Qualified students who will require accommodations in this class are encouraged to make their requests to me at the beginning of the semester either during office hours or by appointment. Prior to receiving such accommodations for our class, verification of eligibility from the Student Accessibility and Inclusive Learning Services (SAILS) is required. Such disclosed information is confidential

Grade appeals: Grade disputes must first be addressed by discussing the situation with the instructor. If the dispute is not resolved with the instructor, the student may appeal to the department chair per the [University Policy for Student Appeal Procedures on Grades](#).

Academic integrity and anti-plagiarism policy: Academic honesty is expected of all students in any materials intended to be used for an academic evaluation, including, but not limited to: all examinations, papers, presentations, laboratory work, academic transactions and records. The possible sanctions include, but are not limited to, appropriate grade penalties, course failure (indicated on the transcript as a grade of E), course failure due to academic dishonesty (indicated on the transcript as a grade of XE), loss of registration privileges, disqualification and dismissal. For more information, see <http://provost.asu.edu/academic-integrity>.

Plagiarism of any kind will not be tolerated. Students must take exams independently without assistance from other students. Students may not submit papers written by persons other than themselves. Students must submit original work for this course and may not submit papers previously

submitted to (an) other class (es). The ASU student academic integrity policy lists violations in detail. These violations fall into five broad areas that include but are not limited to: (1) Cheating on an academic evaluation or assignment; (2) Plagiarizing; (3) Academic deceit, such as fabricating data or information; (4) Aiding academic integrity policy violations and inappropriately collaborating; (5) Falsifying academic records. See <https://provost.asu.edu/academic-integrity>

In this course, all assignments must be completed by the student. Artificial Intelligence (AI), including

ChatGPT and other related tools used for creating of text, images, computer code, audio, or other media, are not permitted for use in any work in this class. Use of these generative AI tools will be considered a violation of the [ASU Academic Integrity Policy](#), and students may be sanctioned for confirmed, non-allowable use in this course.

Copyrighted materials

All the content in this course, including lectures, are copyrighted materials. Students may not share outside the class, upload, sell or distribute course content or notes taken during the conduct of the course (see ACD 304-06). Students may not upload to any course shell, discussion board or website used by the course instructor or other course forum, material that is not the student's original work, unless the student first complies with all applicable copyright laws. The instructor reserves the right to delete materials on the grounds of suspected copyright infringement (see ACD 304-10).

Prohibition of distributing or selling class notes

Students may not share outside the class, upload, sell, or distribute course content or notes taken during the course. In accordance with [ACD 304-06 Commercial Note Taking Services](#), written permission must be secured from the official instructor of the class in order to sell the instructor's oral communication in the form of notes. Notes must have the notetaker's name as well as the instructor's name, the course number, and the date.

Sanctions for academic integrity violations

Possible sanctions include, but are not limited to, appropriate grade penalties, course failure (indicated on the transcript as a grade of E), course failure due to academic dishonesty (indicated on the transcript as a grade of XE), loss of registration privileges, disqualification and dismissal from ASU. For more information, see <http://provost.asu.edu/academicintegrity>.

Student conduct and appropriate behavior

Additionally, required behavior standards are listed in the [Student Code of Conduct and Student Disciplinary Procedures](#), [Computer, Internet, and Electronic Communications policy](#), [SSM 104-02](#) policy against threatening behavior, per the *Student Services Manual*, "Handling Disruptive, Threatening, or Violent Individuals on Campus", and outlined by the [Office of Student Rights & Responsibilities](#). Anyone in violation of these policies is subject to sanctions.

[Students are entitled to receive instruction free from interference](#) by other members of the class. An instructor may withdraw a student from the course when the student's behavior disrupts the educational process per [Instructor Withdrawal of a Student for Disruptive Classroom Behavior](#).

Netiquette --appropriate online behavior-- is defined by the instructor and includes keeping course discussion posts focused on the assigned topics. Students must maintain a cordial atmosphere and use tact in expressing differences of opinion. Inappropriate discussion posts may be deleted by the instructor.

If you deem content shared by an instructor or student offensive, bring it to the attention of the instructor or, alternatively, to the unit chair or director.

The Office of Student Rights and Responsibilities accepts [incident reports](#) from students, faculty, staff, or other persons who believe that a student or a student organization may have violated the Student Code of Conduct.

Policy on Discrimination, harassment, and retaliation

Arizona State University is committed to providing an environment free of discrimination, harassment, or retaliation for the entire university community, including all students, faculty members, staff employees, and guests. ASU expressly prohibits [discrimination](#), [harassment](#), and [retaliation](#) by employees, students, contractors, or agents of the university based on any protected status.

Title VII

Title VII of the Civil Rights Act of 1964 is a federal law that provides that no person be discriminated against based on certain specified characteristics: sex, race, color, national origin and religion, age, disability, veteran status, sexual orientation, gender identity, and genetic information. Inappropriate conduct need not rise to the level of a violation of federal or state law to constitute a violation of this policy and to warrant disciplinary action/sanctions.

Title IX

Title IX is a federal law that provides that no person be excluded on the basis of sex from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity. Both Title IX and university policy make clear that sexual violence and harassment based on sex is prohibited.

Reporting Title VII and IX violations Your instructor is a mandated reporter and therefore obligated to report any information regarding alleged acts of sexual discrimination, including sexual violence and dating violence.

An individual who believes they have been subjected to sexual violence or harassed on the basis of sex can seek support, including counseling and academic support, from the university. If you or someone you know has been harassed on the basis of sex or sexually assaulted, you can find information and resources at http://sexualviolenceprevention.asu.edu/faqs_. Violations of these policies may result in

disciplinary action, including termination of employees or expulsion of students. Students are encouraged to report harassment to instructors and the [Dean of Students Office](#).

ASU Counseling Services, <https://eoss.asu.edu/counseling>, is available if you wish to discuss any concerns confidentially and privately.

Course evaluation

Students are expected to complete the course evaluation. The feedback provides valuable information to the instructor and the college and is used to improve student learning. Students are notified when the online evaluation form is available.

Statement on inclusion

Arizona State University is deeply committed to positioning itself as one of the great new universities by seeking to build excellence, enhance access and have an impact on our community, state, nation and the world. To do that requires our faculty and staff to reflect the intellectual, ethnic and cultural diversity of our nation and world so that our students learn from the broadest perspectives, and we engage in the advancement of knowledge with the most inclusive understanding possible of the issues we are addressing through our scholarly activities. We recognize that race and gender historically have been markers of diversity in institutions of higher education. However, at ASU, we believe that diversity includes additional categories such as socioeconomic background, religion, sexual orientation, gender identity, age, disability, veteran status, nationality and intellectual perspective.

Land acknowledgement

ASU acknowledges the twenty-two Native Nations that have inhabited this land for centuries. Arizona State University's four campuses are located in the Salt River Valley on ancestral territories of Indigenous peoples, including the Akimel O'odham (Pima) and Pee Posh (Maricopa) native communities. We acknowledge the sovereignty of these nations and seek to foster an environment of success and possibility for Native American students and patrons.

Mental health

Students may experience a range of challenges that can interfere with learning, such as strained relationships, increased anxiety, substance use, feeling down, difficulty concentrating and/or lack of motivation. These emotional health concerns or stressful events may diminish academic performance and/or reduce the ability to participate in daily activities. ASU Counseling Services provides counseling and crisis services for students who are experiencing a mental health concern. Any student may call or walk-in to any ASU counseling center for a same day or future appointment to discuss any personal concern. ASU's dedicated crisis line is available 24/7 for crisis consultation by calling 480-921-1006. New telehealth counseling system MySSP provides "Open Call and Open Chat" allows students to talk to counselors immediately, 24/7 and 365 days a year. Students can also schedule continued counseling through MySSP. Counseling is available in 50 languages and services are available anywhere in the world.

Accessibility statement

In compliance with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act as amended (ADAAA) of 2008, professional disability specialists and support staff at the Student Accessibility and Inclusive Learning Services (SAILS) facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities.

[Qualified students with disabilities may be eligible to receive academic support services and accommodations](#). Eligibility is based on qualifying disability documentation and assessment of individual need. Students who believe they have a current and essential need for disability accommodations are [responsible for requesting accommodations and providing qualifying documentation](#) to SAILS. Every effort is made to provide reasonable accommodations for qualified students with disabilities.

Qualified students who wish to request accommodation for a disability should contact SAILS by going to <https://eoss.asu.edu/accessibility>, calling (480) 965-1234 or emailing Student.Accessibility@asu.edu.

Student Privacy: Family Educational Rights and Privacy Act (FERPA)

The federal Family Educational Rights and Privacy Act (also called FERPA or the Buckley Amendment) affords students certain privacy rights regarding their education records. Those rights are summarized below. For more detailed information about FERPA, consult [SSM 107-01: Release of Student Information](#) [1] or contact [University Registrar Services](#) [2]. See <https://students.asu.edu/print/12951> for details about your rights including: The Right to Inspect, The Right to Amend, The Right to Consent, and The Right to File a Complaint.

Syllabus disclaimer

The syllabus is a statement of intent and serves as an implicit agreement between the instructor and the student. Every effort will be made to avoid changing the course schedule, but the possibility exists that unforeseen events will make syllabus changes necessary. Please remember to check your ASU email and the Canvas shell often.