Math 1314 - College Algebra Online Class (Fall 2012)

Instructor	**Dr. Leah Reagan**
E-Mail	**Leah_Reagan@tamuc.edu**
Instructor Phone	**(903)434-8290**
Office Location	**Online**
Office Hours	**Monday, Wednesday, Thursday 11:00 – 2:45; Tuesday night 7 - 8**
Math Main Office	**Binnion Room 305 & Main Office phone: (903)886-5157**

Office Hours: I may be reached by email and phone. I check them both daily. The fastest email for me is lreagan@ntcc.edu

PLEASE READ THE FOLLOWING PARAGRAPHS IN DETAIL, AND THEN DECIDE IF THIS IS THE RIGHT CLASS FOR YOU. ALL EXAMS MUST BE TAKEN ON CAMPUS, SO IF THAT IS A PROBLEM FOR YOU, YOU MAY NEED TO SWITCH TO A DIFFERENT CLASS NOW.

Attendance Policy and Continual Enrollment Policy: It is important that you understand that this is a self-taught, online math course. Although you have videos that accompany your textbook, access to the Math Skills Center, MyMathLab, and of course me to help you, you will be responsible for your own learning. You will have a specific schedule with absolute due dates, and failure to meet these due dates can result in an F for the course.

In addition, this course is a University Studies math requirement, and as such the university requires students to remain continually enrolled in a math course until they have successfully completed their college-level math requirement. All students should be aware that they are NOT allowed to drop a College Algebra course.

Tests: There will be two (2) regular exams this semester, and a comprehensive final exam (so, 3 total exams). The exams will consist of a variety of problems. However, students should expect the bulk of the questions on each test to be problem solving. All exams will be taken on campus at the Academic Testing Center (SS 308) in Commerce, TX or at the nearest approved testing facility, if you live far away.

The two exams and the final exam will be HAND-WRITTEN AND MUST BE TAKEN ON CAMPUS or approved testing facility. I will give you ample notice prior to the testing date of when the exams will be given.

*****You will be responsible for scheduling a time with the Academic Testing Center (SS 308) during their hours which are Monday through Thursday 10 a.m. to 7 p.m. and Friday 10 a.m. to 3 p.m. When it is time for the first exam, for example, I will tell you the "week" in which you must take the exam. You pick the day and time, call the testing center to set up your time, and then show up to take the test on paper at the Academic Testing Center (SS 308). Remember, exams are hand-written for this class. The phone number and e-mail address of the Academic Testing Center will be given to students during the first week of semester.**

Final Exam: Our final exam is a departmental and comprehensive exam that takes place in Commerce, TX. You must drive to Commerce to take the exam. This is the only exam that will NOT be in the Academic Testing Center and it will be in the Binnion Building (Math building) on campus. The room number will be announced closer to final time. THE FINAL EXAM DATE IS ALREADY SET:

Monday, December 10, 2012 , 3:30-5:30 p.m. Please make plans NOW to be able to get here on campus by 3:30 P.M. on December 10th.

*** NO MAKE-UP FINAL EXAM WILL BE ALLOWED!!! ***

Course Information: College Algebra, a passing grade in this course will satisfy the mathematics portion of your university studies requirements. This course covers an in-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations. Additional topics such as sequences and series are included.

Student Learning Outcomes: Upon completion of this course, students will be able to:

1) Demonstrate knowledge of properties of functions, which include domain and range, operations, compositions, and inverses.
2) Identify, interpret, and solve problems of various types of functions and their graphs, including but not limited to linear, quadratic, polynomial, rational, exponential, and logarithmic functions.
3) Apply graphing techniques for various functions.
4) Identify and develop basic sequences and series.
5) Solve systems of equations with various methods including elimination, substitution, Cramer's rule and matrices

Material Required: You must purchase a copy of MyMathLab/MyLab student access code from either of the campus bookstores or directly from Pearson at http://www.coursecompass.com.

Please use the MyMathLab 17 day free trial to start working on your homework if you cannot purchase it right away. The MyMathLab student access code must be purchased by the beginning of the 3rd week of class to prevent a loss in points.

College Algebra (5th Edition) by Robert F. Blitzer, ISBN # 978-0-321-55983-8, is the textbook for the course. *** **The book must be accompanied by a MyMathLab software package with a student access code.** (You will have to purchase a new MyMathLab access code if you have an account with MyMathLab for your intermediate algebra class the previous semester. You do NOT need to purchase a new MyMathLab access code if you are retaking this course using MyMathLab for the same book with the same edition. Please come see me for directions to do so). ******* Portions of Chapters 1-8 in the textbook will be discussed. A Texas Instruments (TI-83 or TI-83 Plus) **graphing calculator** for this course is highly recommended. All exams must be completed in **pencil.**

Technology Requirements Use of graphing calculators will be required throughout the course and each student must have access to a suitable graphing calculator. The graphing calculator must have at least the capabilities of the TI-83 (the highly recommended calculator). Graphing calculators other than Texas Instruments calculators may be used but classroom instruction on calculators will be given for TI equipment only.

Students need to check their e-mail regularly with the address that they have provided to the instructor for class announcements. Access to MyMathLab, a computer, and the internet will be needed for online homework assignments.

Grading Policy:

Quizzes/Homework	15%
Tests (2 tests averaged together)	55%
Final	30%
Total	100%

Grade: A = 90-100, B = 80-89, C = 70-79, D = 60-69, F = 59 or below

Homework: Homework will be assigned every class period. The homework is a must for success in this class. ***You are required to complete your homework using MyMathLab/MyLab software.*** It is extremely important for you to work all homework in order to be prepared for the exams. If you are not keeping up with the work in the course, it will most likely be obvious in your homework and test grades. All homework will be assigned and submitted on MyMathLab.

If you experience any technical difficulties with MyMathLab, be sure to use the online help and technical support from the software company. If you continue to have trouble accessing or navigating the software, please contact me for some individual help. If you have questions concerning the homework, email me for help.

Quizzes: Online quizzes will be given periodically on MyMathLab.

Exams: There are two exams and one final exam. Practice exams will be available on MyMathLab prior the exam. Partial credit may be given on exams IF all work is neatly shown for determination of the student's mistakes. **CELL PHONES AND OTHER SUCH DEVICES MUST BE TURNED OFF AND STORED OUT OF THE STUDENT'S REACH. The only electronic device allowed during tests is a stand-alone calculator (such as a TI-34, TI-83, TI-85, etc.), and only with the instructor's permission. All exams must be completed in pencil; failure to complete your exam in pencil will result in a reduction of the earned grade by 5 points.**

No make-up exams will be given without prior notice of a university excused absence*. I realize that at times throughout the semester, emergency situations may arise that affect a student's performance on an exam or even prevent a student from attending on an exam day. **I am willing to replace the lowest exam grade with the student's grade on the final exam, provided the final exam score is higher.** This provision will only be applied to ONE exam, so students should make every effort to be present and well-prepared for all exams.

These test dates are tentative and are subject to change:

Test 1 **The week of September 24th**
Test 2 **The week of November 19th**

Academic Integrity: I believe a majority of students are honest in doing their school work. However, due to recent cheating events, I must take measures to protect the academic integrity of my classroom**. I have a NO TOLERANCE policy for cheating and if you are caught cheating you will either get a zero for the test or fail this course.** Cheating in this course is defined as the following:

- Giving or receiving answers during an exam or quiz.
- Viewing the exam or quiz answers of nearby classmates.
- Having notes/practice work available during quizzes or tests.
- Possession or access to test items before the test is given.
- Deception in getting an excused absence to obtain the undeserved opportunity to make-up work.
- Use of cell phones or text messaging technology during exams or quizzes. **You may <u>NOT</u> use the calculator on your cell phones or any other similar electronic devices (such as I-Pods, I-Touch, etc.). IF ONE OF THESE DEVICES IS AVAILABLE, <u>IN ANY WAY</u>, DURING AN EXAM OR QUIZ, THE STUDENT WILL BE GIVEN AN AUTOMATIC "0" ON THE ASSIGNMENT.**
- Improper citations in written works, or using another person's ideas and words as your own without giving proper credit.
- **Any** method, no matter how well rationalized or accepted, which improves a person's grade by any means other than study and skillful performances on exams and/or other assignments.

Students found guilty of an act of academic dishonesty in this course will be subject to receiving an "F" in this course.

<u>Getting Help Outside of Office Hours</u>: Utilizing the **multimedia library and online help from the MyMathLab** computer software program is suggested as a valuable resource for many students to improve their grades in Math classes. Also, the free tutoring on campus is also highly recommended.

The **Math Skills Center**, located in Binnion 328, is open Monday and Wednesday from 8am – 8pm, Tuesday and Thursday from 8am – 6pm, and Friday from 8am – 3pm. Free tutoring is available for students who need help with their math courses. In addition, the Academic Success Center also offers supplemental instruction for students and their hours can be found at the university web site.

The **Mach III/TRIO Program** is available for students who qualify for additional resources, such as private tutoring. In order to qualify, students must meet certain conditions, such as being a first-generation college student. For more information, contact TRIO at 903-886-5833 or in the Halladay Student Services building, Room 300.

<u>Calculator Loan Program</u>: The Mathematics Department has set up a calculator loan program to support students. Students can borrow a calculator for a semester with a fee ($10 for TI-83/84). It is first come, first served basis.

<u>Early Intervention for First Year Students</u>: Early intervention for freshmen is designed to communicate the University's interest in their success and a willingness to participate fully to help students accomplish their academic objectives. Grades for students in freshmen level classes will be reported to the Registrar's Office at the end of the fifth week of class during the fall and spring semesters. The Registrar's Office will report grades to students, Advising Services, Academic Departments (faculty advisors) and mentors. This procedure will allow students to be knowledgeable about their academic progress early in the semester. The university, through Advising Services, faculty advisors and mentors, will take steps to assist students who may be experiencing difficulty to focus on improvement and course completion. Grade reports will be mailed by the end of the sixth week of the semester.

Student Health Services are located at Henderson Hall (Corner of Lee St. and Monroe St.). It offers health care to the student body of Texas A&M University – Commerce. It provides primary health care services including treatment of illness, injury, and women's health. **Tel:** (903) 886-5853.

University Police Department is located at Henderson Hall. For Emergency, please call: 911
For Non-Emergency, please call: 903.886.5868

"All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." (Student's Guide Handbook, Policies and Procedures, Conduct.)Rude and/or disruptive behavior will not be tolerated.

Students with Disabilities: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce, Room 132, Gee Library
Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148
StudentDisabilityServices@tamu-commerce.edu

***** By Remaining Enrolled In This Course, All Students Agree To Abide By The Policies Of This Class, As Stated In The Syllabus *****

~ Good Luck and WORK Hard ~