

202120 Intermediate Algebra MAT-0022C

Course Syllabus

Fall - Full Term - 2021

Professor Cesar Leal Ferreira

Class Information:

CRN	Mode	Time of Meetings	Campus
16818	F2F	Tu & Th, 4:00 to 5:40 pm	Downtown Valencia/UCF Campus (DTC)

Important College Contacts

Executive Dean, DTC: Dr. Eugene Jones - 407-582-5508

Learning Support Services, Manager: Ning Christopher - 407-582-1120

Instructional Math Lab Supervisor: Jennifer Nelson - 407-582-3508

Instructor Information & Contacts

Name: Cesar Leal Ferreira

Email: cferreira4@valenciacollege.edu

Preferred contact method: Canvas Inbox Mail

Phone for emergencies: 407-582-3521 (Catrina Semakula, Staff Assistant)

Office Hours (online, by Zoom meeting):

Since it is an Online course, the office hours will be online, by Zoom meeting. The instructor will be **available Fridays, from 4 to 5pm**. Students have to send a Canvas Inbox message, confirming participation on the meeting, at least 30 minutes before the meeting. The focus is helping students on their assignments, but anything related to our course may be discussed.

Distance Tutoring & Technology Support at Valencia

You can easily access Valencia's *free* distance tutoring and tech support from a computer, laptop, or mobile device. Distance tutoring services are provided fully online via Zoom. Through this service, you will receive real-time assistance via a Valencia tutor. Click here to access the Getting Started Guide to Online Tutoring with Zoom: [Link](#).

Online Learning Technology Support services are also available. Students can receive assistance with navigating: Canvas, OneDrive, Zoom, YouTube, and Microsoft Office (Word, Excel, & PowerPoint). Tech support is available live (on-demand) via Zoom, by appointment, or via email. Students are encouraged to use the 24/7 Canvas Help located inside Canvas by clicking on the "Help" icon.

To get started using the Distance Tutoring and Learning Technology Support services, please visit www.valenciacollege.edu/tutoring. Through this site, you can view the schedule of tutors/tech support assistants, find available times, learn more about the services, and access a collection of supplemental resources that are available 24/7.

Hours of Operation:
Monday-Friday: 8 am – 10 pm
Saturday & Sunday: 9 am – 7 pm

Course Description and Structure

Structure: Lecture

Description: This developmental course supplements the algebraic background of students prior to taking MAT1033C. This course emphasizes fundamental algebraic operations, linear equations and inequalities, properties of exponents, polynomials and factoring, introductions to rational and radical expressions, and applications of these topics. A minimum grade of C is required for successful completion. This course does not apply toward mathematics requirements in general education or toward any associate degree.

Major Topics/ Concepts/ Skills/ Issues

Whole Numbers

Integers

Rational Numbers

The Real Number Line

Properties of Real Numbers

Operations with Real Numbers

Geometric figures

Algebraic Expressions

Linear Equations and Inequalities

Polynomials and Factoring

Integer Exponents

Rational Expressions

Square Roots

Required Textbook(s) & Materials

REQUIRED: MyLab Math Online Access Kit for students

Purchasing Options: Access MUST be purchased by one of the following methods

- Purchase a custom Valencia/UCF MyLab Math Access Kit at the DTC bookstore at discounted rate through website: <https://ucf-vc.bncollege.com/shop/ucf-valencia/home>
- --OR--
- Purchase instance access through MyLab Math with a debit or credit card.
- Important Note: For this course, MyLab Math can only be accessed via the “**MyLab and Mastering**” menu item in Canvas; therefore, there is **NO COURSE ID**. Do not try to access the course via the MyLab Math website, as it will not work—it can **only** be accessed through Canvas.

Note: A virtual copy of the textbook is available through MYLAB MATH, so a physical textbook is not necessary.

SUGGESTED CALCULATOR: It is not necessary to use a specific calculator for this course. If student is interested in purchasing one that will be applicable also in future courses, the following are the suggestions.

- **TI-84+** or approved (Non-CAS) graphing calculator. This is recommended if you must take MAC 1105 or STA 2023.
- **--OR--**
- **TI-30XIIS** or another approved scientific calculator.

Course Components

Attendance

- Attendance will be taken each class period.
- You are expected to be in class on time and to remain in class for the entire period. If you are not present when roll is taken or leave before class is dismissed you will be considered **tardy (1/2 absence)**.
- In general, aside from jury duty and military duty, all absences are counted equally toward to the attendance policy. Absences are excused solely at the discretion of the instructor, who may require that you prove the existence of extenuating circumstances before excusing any absence(s).
- You are responsible for any information and/or assignments given during class, whether you are present or not.
- In-class activities cannot be “made up.”

Homework

- Homework is assigned in MyLab Math for each section covered. Refer to the MAT 0022C Daily Topics for a list of all homework assignments and due dates. Due dates are also shown in MYLAB MATH for each assignment.
- Homework can be completed after the due date for a **10% penalty** per day. (So, homework beyond five days late can still be completed, but no credit will be awarded).
- The **Ask the Instructor** feature in MYLAB MATH is the most effective way to contact your instructor about individual homework questions.

Lab Attendance: This course has a mandatory lab component. Each student must spend a minimum of 50 minutes in the Learning Support Center (DPAC 330). Each student must log-in (or sign-in) at the front desk to receive credit for lab attendance

Tests (including Midterm):

Four scheduled Test will be administered. Each Test is worth 10% of the overall course grade for a total of 40%.

Final Exam: A cumulative final exam will be given on **(See Final Exam Schedule)** in the same classroom. The final exam must be taken in order to pass this course. The final exam is worth 20% of your grade.

The HONORLOCK proctoring solution will be used, if necessary, which requires:

- A laptop or desktop computer with a microphone (not a tablet or phone) .
- A webcam.
- Reliable Internet connection .
- Photo identification in the form of a Valencia-issued student ID card or government-issued ID card (i.e. driver’s license, passport).
- [Google Chrome](#) downloaded (required browser).
- [Honorlock Chrome Extension](#) downloaded.

Support access is built into Honorlock in real-time. If you encounter any issues during an exam, you can contact support by live chat within the Honorlock window in Canvas, by phone (855-828-4004), and/or by email at support@honorlock.com. For answers to common questions on online proctoring, visit the [Student FAQ](#) page or Honorlock’s [student information website](#).

Grading Policy

Assessment	Percentage of Overall Grade
Homework	30%
Lab Minutes	10%
Unit Tests & Midterm	40%
Final Exam	20%
Total	100%

All grades will be calculated to the nearest tenth and rounded appropriately.

Percentage	Grade
90%-100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
0% - 59%	F

Make-Up Policy

Requests to make-up assignments and tests will only be considered before the Final Exam week, with outstanding and documented reason (medical condition, for example).

- For the sake of clarity, if students do not complete an assignment or test by the due date, a zero score will be automatically assigned for each incomplete question. Homework can be completed after the due date for a **10% penalty** per day on the questions completed after due date.
- The best practice is to contact the instructor BEFORE the due dates, if you experience any difficulties in meeting any deadlines.
- In the case of a prolonged online absence due to illness, family emergency or any other extreme situation, communicate with me as soon as possible to create a plan for the best course of action.
- Make-Up Final Exam is not permitted.

Withdraw Policy

Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who does not attend class during the first week of class will be dropped from the course by the instructor.

- Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who withdraws from class before the withdrawal deadline will receive a grade of "W."
 - **Important Dates and Deadlines, including withdrawal dates, may be found here:** <https://valenciacollege.edu/academics/calendar/>
- A student is not permitted to withdraw after the withdrawal deadline.
- **Important Note: The professor CANNOT withdraw students of the Downtown Campus - if needed, it is up to the student to process it.**

Academic Honesty

For the sake of clarity, plagiarism or cheating of any form will be cause for **immediate dismissal from this class, a course grade of F and referral to the Dean of Student Affairs/Mathematics**. Cheating is defined by any behavior that can be construed as blatant dishonesty as: looking at somebody's paper, talking or whispering during a test, copying (including all take-home activities, examinations, and/or homework assignments), use of a cellular phone or other electronic device without prior permission, or not following proper procedures for taking a test as prescribed by the instructor. **Cheating is not aligned with our values and expectations, therefore will not be accepted in any form.**

Special Accommodations

Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on proper documentation of disabilities (Danelle Maschhoff, Testing & Accessibility Office, Union West #210).

Student Resource for Assistance

Valencia College is interested in making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home, or work. BayCare Behavioral Health Student Assistance Program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face-to-face counseling is also available.

Conduct - Valencia Student Core Competencies

- You are encouraged to actively participate and ask pertinent questions during class. Courtesy will be observed at all times.
- Your attitude will greatly affect your ability to succeed in this course. It will also affect your classmates' attitudes should you choose to participate in class discussions. Always consider this carefully before you speak or act.

- **Cell phones, pagers, or other devices that are audible are not permitted to be on during class. Texting is not permitted during class.** Unplug yourself and make the most of class time! Personal electronic devices disrupt your learning as well as the learning of other students.
- To create a good environment for learning, avoid sidebar conversations with other students while work is being done at the board, rude comments or remarks, raised voices or confrontational comments. Follow instructions given by your instructor, who serves as your classroom manager.
- If your actions in class are deemed by your instructor to be disruptive, you will be asked to leave class immediately. If you are ever asked to leave class, you may be permitted to return to future class meetings after consultation with your instructor outside of class. You may also be required to arrange a conference with another college official before a determination is made on whether you will be attending class again.

Valencia Community College wants graduates to possess and demonstrate a set of global competencies including the ability to **THINK, COMMUNICATE, VALUE AND ACT**. To help you acquire and improve your ability to show the competencies this course will include activities that require you to:

1. Think clearly, critically and creatively.
2. Communicate with others in written and verbal form.
3. Make reasoned value judgments and responsible commitments.
4. Act purposefully, reflectively and responsibly.

Recording Lectures

Students may record video and/or audio of class lectures for their personal use. Recordings may be a useful tool to support your learning and provide a resource for review. It is important to be respectful of your peers' rights to privacy; with that in mind, please refrain from recording your peers during lectures. You may not record class discussions, student presentations, labs, group work, and private conversations. Further, you may not publish or share recordings without my written consent, nor may you provide recordings to classmates as a substitution for class participation and attendance. If necessary, I will handle violations of this section through the College's Student Code of Conduct.

Communication Policy

The instructor will only correspond with you through your Atlas e-mail or **Canvas (preferably)** only. Students are expected to **check Canvas inbox and announcements every week**. Students are expected to read and follow instructions sent by the instructor on time. The instructor will not correspond using other means as PDA, cell phone, SMS, Social Medias, or replying to non-Valencia mail accounts. All electronic communications should be respectful and professional. Students are encouraged to use complete sentences and proper grammar, but mistakes will not be judged or graded at all.

Other policies & Information

Computer/Equipment Use Policy: This course relies on the use of technology to aid in your learning. You are expected to check Canvas and your e-mail at least once before class to ensure that you have the most current information. Computers are available on campus if you do not own one. If you experience any technical issues, call the support number below.

Canvas Help Desk: (407) 582-5600 or visit <https://valenciacollege.edu/students/learning-support/>

ATLAS Student Help Desk: (407) 582-5444 or <https://valenciacollege.edu/about/support/>

OIT Help Desk: (407)-582-5554

Amendment

These policies may be amended in favor of the student's success in the course at the instructor's discretion.

Questions

Students are welcomed to ask any questions regarding this Syllabus, using my contact information (Canvas inbox or email).

Attachment: MAT0022C Daily Topics Fall 2021

MAT 0022C (16818) DAILY TOPICS: FALL 2021

TUESDAY/THURSDAY 4:00 - 5:40 PM

Dates	Assignment Name	Due Dates (Due at 4pm)
Week 1	Lab 1: Orientation	
8/24	Chapter 1 (1.7 & 1.8)	8/31
8/26	Chapter 2A (2.1-2.3) Chapter 2B (2.4 & 2.5)	9/2
Week 2	Lab 2: Order of Operations	
8/31	Chapter 4 (4.3-4.5)	9/7
9/2	Chapter 5 (5.2-5.5)	9/9
Week 3	Lab 3: Study Skills - Math Anxiety	
9/7	CH 1,2,4,5 Study Guide Review Homework	9/14
9/9	Test 1 (chapters 1, 2, 4, and 5)	-
Week 4	Lab 4: Combine Like Terms	
9/14	Chapter 3 (3.1-3.4)	9/21
9/16	Sections 4.8/5.6	9/23
Week 5	Lab 5: One Variable Linear Equations	
9/21	Chapter 9A (9.2-9.4)	9/28
9/23	Chapter 9B (9.5 & 9.6)	9/30
Week 6	Lab 6: Me, Myself & Math	
9/28	Chapter 6A (6.1 & 6.2) Chapter 6B (6.3 & 6.4)	10/5
9/30	Chapter 6C (6.5 & 6.6) Chapter 6D (6.7)	10/7
Week 7	Lab 7: Study Skills - Test Taking Tips	
10/5	CH 3,6,9 Study Guide Review Homework	10/12
10/7	Test 2 (chapters 3, (4.8 & 5.6), 6, and 9)	-
Week 8	Lab 8: Properties of Exponents	
10/12	Chapter 10A (10.1-10.4)	10/19
10/14	Chapter 10B (10.5-10.7)	10/21
Week 9	Lab 9: Midterm Practice/Review	
10/19	Midterm Practice/Review	10/26
10/21	MIDTERM EXAM (Ch 1-6 & 9-10; 4 Function Calculator OK)	-
Week 10	Lab 10: Factoring	
10/26	Chapter 11A (11.1-11.3)	11/2
10/28	Chapter 11B (11.4-11.6)	11/4
Week 11	Lab 11: Simplify Rational Expressions	
11/2	Chapter 12A (12.1 & 12.2)	11/9
11/4	Chapter 12B (12.3 & 12.4)	11/11
Week 12	Lab 12: Attitude and Motivational Study Skill	
11/9	CH 11,12 Study Guide Review Homework	11/16
11/11	Test 3 (Chapters 11 and 12)	-
Week 13	Lab 13: Simplify Radical Expressions	
11/16	Chapter 13A (13.1 & 13.2) Chapter 13B (13.3 & 13.4)	11/23

11/18	Chapter 15A (15.1-15.3)	11/25
Week 14	Lab 14: (HOLIDAY) Finish the Lab from Last Week	
11/23	Chapter 15B (15.4 & 15.6)	11/30
11/25	Thanksgiving Break—No Class	-
Week 15	Lab 15: Review for Final Exam	
11/30	Test 4 (Chapters 13 and 15)	-
12/2	Review for Final Exam	12/9
Finals Week		
12/6-10	Final Exam: 12/9	

* Homework may be completed after the due date with a 10% penalty per day.

You are required to spend 50 minutes per week in the Learning Support Center (DPAC Room 330). The full 50 minutes (or more) must be recorded by logging into the Learning Support Center to receive weekly credit. Anything less than 50 minutes will receive no credit. **Your lab attendance will represent 10% of your total grade.