# MAT 1033C – Intermediate Algebra Face-to-Face Fall Full Term, 2022

#  A picture containing logo  Description automatically generated CRN: 10237/10238 Instructor: Mr. James Ellerbrock Lab: 7-241 Lab Meetings: Open Lab 50 minutes weekly (MINIMUM REQUIRED)

CRN 10238 meets on Tuesday and Thursday from 10 am to 11:15 am in building 1, room 148.

CRN 10237 meets on Tuesday and Thursday from 11:30 am to 12:45 am in building 1, room 148.

Credit hours: 3

### Course Description

Prerequisite: Minimum grade of C in MAT0022C, or MAT0028C or MAT0056 or appropriate score on approved assessment.

Intermediate Algebra presents algebraic skills for MAC 1105. Topics include: linear equations and inequalities in two variables and their graphs, systems of linear equations and inequalities, introduction to functions, factoring, algebraic fractions, rational equations, radicals and rational exponents, complex numbers, quadratic equations, scientific notation, applications of the above topics and the communication of mathematics. Applications emphasizing connections with other disciplines and the real world will be included.

Major Learning Outcomes: 1) Write expressions in equivalent forms using algebraic properties 2) Solve algebraic statements 3) Investigate functions and 4) Read a mathematical context.

### Instructor Information

Name: James J. Ellerbrock

Office Phone: Math Department Phone Numbers 407-582-1848 or 407-582-1625

E-mail address: jellerbrock@valenciacollege.edu (or Atlas) AND Using the Canvas email feature is the preferred and most effective contact method for this course.

Office Hours: By appointment and I am available in the Math Center (building 7, room 241) from 9 am to 9:45 am and 1 pm to 2 pm every Tuesday/Thursday.

* Get access to meetings The method is through zoom. I have created a link on Canvas—please go to the Announcement tab and click on the heading: Zoom Meeting**. I** **will provide a Meeting ID# and Passcode.**

### Required Materials

### **Text:** A MyLab and Mastering Student Access Kit is required for the course.

The textbook the access kit will link to is Intermediate Algebra by Martin-Gay, 8th edition. Since you are able to view the entire etext online, you are not required to buy the physical book.

Purchasing options are as follows:

* + Purchase Access to MyLab and Mastering when registering for it using a credit card. You will be given 2 options when paying this way.
		- Option 1 is cheaper and is a 1 semester access code to the course (if you do not pass the class you will have to buy the code again when repeating it.)
		- Option 2 is more expensive and is a 2 year access code to the course (if you need to repeat the class, if you do so within 2 years, you will not need to buy a new code).
	+ Purchase the MyLab and Mastering Student Access Kit from the [online Valencia Bookstore](https://www.valenciabookstores.com/buy_textbooks.asp). Please watch the video for more instructions (<https://www.valenciabookstores.com/buy_textbooks.asp>).
		- The bookstore sells the 2 year access code (see above).
	+ If you are repeating this class within the last year and your previous class used the same textbook as stated above, you MAY not need to purchase a new kit if you bought the 2 year code. When you register for MyLab and Mastering, if you are not prompted to pay or enter in a code than you fall into this scenario.

NOTE - Everyone can access MyLab & Mastering for FREE for 14 days. So, be sure to order your materials ASAP, then register for MyLab and Mastering and accept the 14 day trial so you can complete your required assignment for the week. If ordering from the bookstore do NOT wait until the trial expires to purchase your access code.

### **Computer/Equipment Requirements**

* All students must have access to a reliable Internet Connection, Canvas, and MyLab and Mastering.
* Lack of access to technology or computer problems will not be considered valid excuses for missed assignments.
* **If access to a laptop is needed, you can apply at** [**https://valenciacollege.edu/laptop**](https://valenciacollege.edu/laptop) **or call Enrollment Services at 407-299-5000, extension 1507.**
* **MyLab & Mastering assignments cannot be completed on mobile devices. You will need to have access to a computer.**
* Students should demonstrate competence in the following areas:
	+ basic navigation in canvas and MyLab & Mastering to stay on top of deadlines
	+ using MyLab & Mastering to complete homework, tests, and exams.
	+ using Canvas to submit lab worksheets, discussions, and work from cumulative exams.

### **Calculator**

You will need access to a scientific or graphing calculator for this course. If you purchase a graphing calculator I strongly suggest you purchase a TI-84, as it is the most frequently used model in the "Gordon Rule" math courses.

### **Class Attendance:**

* You are expected to attend every class meeting, unless an illness or emergency makes it impossible for you to do so.
* 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.” If you are absent on a day that an in-class activity occurs for credit or extra credit, your grade is likely to be adversely affected.
* You are expected to be in class on time, and to remain in class for the entire period unless permission to leave early has been granted by the instructor. It is disruptive to arrive or depart while class is in session.

### Conduct

* You are encouraged to actively participate and ask pertinent questions during class.
* 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 or while in the Math Lab. Personal electronic devices disrupt your learning as well as the learning of other students. Unplug yourself and make the most of class time!
* 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.
* If your actions in class are deemed by your instructor to be disruptive, you will be asked to leave class immediately. If you are 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.

### Intellectual Freedom & Viewpoint Diversity

* Students may record video or audio of class lectures for their own personal educational use.
* A class lecture is defined as a planned presentation by a college faculty member or instructor, during a scheduled class, delivered for the purpose of transmitting knowledge or information that is reasonably related to the pedagogical objective of the course in which the student is enrolled.
* Recording class activities other than class lectures, including but not limited to class discussions, student presentations, labs, academic exercises involving student participation, and private conversations, is prohibited.
* Recordings may not include the image or voice of other students in the class and may not be used as a substitute for class participation and class attendance
* Recordings may not be published or shared without the written consent of the faculty member.
* Failure to adhere to these requirements may constitute a violation of the College’s Student Code of Conduct.

### **Course Time Expectation:**

* I expect that each of you will be working through material in this course multiple times per week.
* The rule of thumb is that for every hour spent "in-class," students should spend about 2 hours outside of class working on course material.  For a 3-credit hour course, such as this, that means you should be spending 6 hours on this course outside of class.  This number may be high or low for some of you, depending upon your mathematical background.
* Please take this course seriously and make sure you allow a good amount of time (6 hours outside of class) each week.

### Academic Honesty

* Honesty and integrity reward you in many ways, including avoidance of being assigned a grade of zero that is assigned to any student who cheats on any test or assignment.
* All tests and graded assignments are to be exclusively your own work, unless you receive instructions to collaborate. **Using any human, written, electronic, or other resource in any manner not explicitly authorized by me will result in a grade of zero on the test(s) or assignment(s) involved.**
* If deemed necessary, cheating may result in more action than a 0 on an assignment. The dean, or higher administrator may be alerted which can result in expulsion from the college.

### Email Communication

* I will try to answers e-mails within 24 hours during the school week. Weekend response times may vary, but should be between 24-48 hours.
* In the same respect, I will expect you to respond or read your emails within 24-48 hours of receiving it. You should be checking your Canvas and Atlas account for emails, announcements, etc… on a daily basis.

### Student 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 me, as soon as possible (preferably during the first two weeks of class). The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. No accommodations can be made until I have received the proper paperwork.

### **Resources/Face to face tutoring**

* Your instructor is interested in your success in this class. Please ask questions regularly!
* Many students of algebra find it extremely helpful to form study groups with their classmates. This practice is highly recommended.
* There are a number of resources that are connected to your book in MyLab & Mastering, including videos and an interactive textbook.
* The West Campus Math Center is located in building 7, room 241 (Connections 7-256 and Hands On 7-255 are located within).
* Peer tutors in 7-241 are available for walk-in assistance, no appointment necessary. Tutors have been trained to use techniques that help you become an independent learner. They have been instructed to guide you through the problem solving process and utilize the materials you have available through your course. Since the tutors’ goal is to help you become an independent learner, they will let you do the work as much as possible.
* Available hours, Monday – Friday, are posted outside the Math Center.

### **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.  Online tutoring is offered in: mathematics, sciences, accounting & economics, computer programming, EAP and foreign languages, and writing.
* Online Learning Technology Support services are also available. Students can receive assistance with navigating: Canvas, OneDrive, Zoom, YouTube, and Microsoft Office (Word, Excel, & PowerPoint).  Support is also provided for video editing (via iMovie and MovieMaker) and converting documents from a Mac to PC.  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.
* 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.  (This information has also been provided on the homepage here in Canvas for quick access.)
* To get started visit the [Distance Tutoring and Learning Technology Support services page. (https://libguides.valenciacollege.edu/distancetutoring)](file:///E%3A%5CMAT%201033%20Course%20Documents%5CSyllabus%20for%20Starter%20Kits%5CDistance%20Tutoring%20and%20Learning%20Technology%20Support%20services%20page.%20%28https%3A%5Clibguides.valenciacollege.edu%5Cdistancetutoring%29)
* Available hours, Monday – Sunday, are listed on the website.
* If tutoring assistance outside of the hours provided by Valencia’s tutoring team is needed, you can access additional tutoring services through Brainfuse. More details to come.

### **Technology Technical Problems**

* **For MyLab & Mastering technical support: (for online homework, tests, and exams)**: Go to the course homepage in Canvas. Contact Information for MyLab & Mastering help is provided there.
* **For Canvas technical support:**Go to the login page for Canvas. Under login input, select "Help." In addition, you can also contact support at onlinehelp@valenciacollege.edu with your username and detailed description of the issue. Additionally, 24/7 support for Canvas is available by phone at 407-582-5600.

### Withdrawal

* Per Valencia Policy 4-07, a student in an online course that does NOT complete a required assignment during the first week of class can be dropped from the course by the instructor. (No-show policy)
* Per Valencia Policy 4-07, a student who withdraws from class before the withdrawal deadline of October 28th, 2022 for Fall full term classes will receive a grade of “W.” A student is not permitted to withdraw after the withdrawal deadline.
* Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of “F.”

No Show Policy:

 Any student who does not attend class in the beginning of the course (from August 23rd until September 8th, could be dropped by the Professor unless you have a medical emergency.

**Face to face and online open lab hours for the fall 2022 term will be as follows: Monday through Thursday 9 am to 7 pm; Friday 9 am to 5 pm; closed Saturday and Sunday.**

**The College wide Online/Distance Tutoring hours will be as follows: Monday through Friday 10 am to 9 pm and Saturday and Sunday 11 am to 7 pm.**

**\*\*\*There will be a 10% penalty for late work/submissions on lab assignments, homework, and tests. Failure to take the Comprehensive Final Exam will result in a grade of F.**

### **Baycare Student Assistance Services**

Valencia College strives to ensure 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)](http://catalog.valenciacollege.edu/studentservices/baycarestudentassistanceservices/) (link provided in Canvas) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. If needed, the counselor may refer the student to appropriate resources or to speak face-to-face with a licensed counselor.

Any student who is struggling for any reason and believes this may impact your performance in the course is urged to contact Dean of Students at 407-582-1557 for support. Furthermore, please approach me if you are comfortable in doing so. This will enable me to provide any resources or accommodations that I can. If immediate mental health assistance is needed, call Student Counseling and Psychological Services at 407-582-1351. You also can go to the SSB building on the West campus, room 206 for counseling services.

### Valencia Core Competencies

Valencia Community College wants graduates to possess and demonstrate a set of global competencies including the ability to think, communicate, value, and act. In an effort to help you acquire and improve your ability to demonstrate 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.

### **Final Grade Determination Scale**

A: 90% - 100%

B: 80% - 89% **Failure to complete the final exam will result in a grade of F.**

C: 70% - 79%

D: 60% - 69%

F: 0% - 59%

**Extra Credit**

* + (0-10 points possible)—While attendance is expected, making an effort to attend on time is appreciated; therefore, at the instructor’s discretion you may receive bonus points toward chapter tests. To be considered for these points, students need to 1) arrive on time, 2) actively engage in class, 3) stay until dismissed. **Points added on to last** **test** (chapter 8).

(0-5 points possible) Syllabus bonus quiz--points added to next test. There is a deadline to submit bonus—hand in within a week. Please check on Canvas the Announcement tab and click the subject heading: Syllabus Bonus Quiz. You will see a link to the Quiz.

(0-15 points) Factoring Bonus Quiz—points will be added to tests grades. There is a requirement to watch three short videos on Factoring (Section 5.5-5.7) located on Canvas under the Announcement tab. Just click on the heading that says: Factoring Bonus Quiz. The Quizzes are optional.

(0-5 points) During the course I will be assigning extra credit on feedback in the course.

***Changes in the syllabus, schedule, and/or assignments for this class may be made at the discretion of your instructor.***

# **GRADING COMPONENTS** This is how your grade is earned….read carefully!

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| **Assignment Type** | **Percent** |
| **Homework*** Completion of homework on a regular basis is crucial to your success in this course.
* Problems from the text or MyLab will be assigned for completion before each class meeting.
* All MyLab & Mastering homework questions can be repeated until 100% credit has been obtained.
* You are encouraged to seek assistance from the instructor if you encounter difficulties with the assigned problems or visit the Open Lab, 7-241.
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| **Lab Attendance & Worksheets/Discussions*** The lab is designed to enhance your learning experience as you master the algebraic skills needed to successfully complete MAT 1033C.
* Lab Attendance
	+ Your instructor may require you to spend at least 50 min in the math center each week.
	+ Time does not roll-over. Your time resets to 0 min each Monday.
* You will have lab assignments (worksheets and discussions) due weekly, which can be located in Canvas.
* Lab Discussions
	+ A minimum word count of 200 for each discussion is required for credit.
	+ As long as all parts of the prompt(s) have been addressed with thoughtful responses, full credit is awarded.
	+ You are strongly encouraged but not required to comment on another classmates posts.
* Lab Worksheets
	+ Printing the worksheets is optional, as you can just clearly label a piece of paper with the lab chapter, and question numbers.
	+ You will go to the Math Center (7-241) to have your worksheets checked to be signed/stamped to verify they have been completed correctly.
	+ Signed and stamped worksheets can be uploaded into the Canvas assignment.
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| **Tests*** You must complete each test within the time allotted during the class period.
* Every test score will be used in the computation of your progress test average. There are no “dropped” test scores.
* It is your responsibility to make a timely request for an excused absence should you miss a test. Please read the make-up policy below for more information.
* All materials in your work area during testing, including electronic memory, are subject to thorough and unannounced inspection by the instructor.
* Failure to take the Comprehensive Final Exam will result in a grade of F.
* **Final Exam: 10 am class: 12/6 10 am to 12:30 pm; 11:30 am class: 10 am to 12:30 pm. Both exams in 1-148.** 15% FINAL EXAM
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| **Make Up Policy*** There are NO make-up examinations unless you are absent due to a legitimate reason approved by the instructor or a valid emergency circumstance such as an illness or death in the family. Obligations to work, child care, traffic conditions, or being sick with no documentation are not considered excused absences and make-up examinations due to these reasons will not be permitted.
* All make-up examinations should be completed immediately upon return to class.
* If your absent is unexcused or timely notice was not given, you will receive a zero for any missed tests, quizzes, or in-class assignments.
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