MAT1033C Intermediate Algebra ONLINE
Course Syllabus, Spring 2017

Course Description

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.

Note: As this is an online class, it is highly recommended that students practice strong time management skills and communication skills. Those students who have been very successful in this course are able to complete assignments in a timely manner (typically resulting in working on something for the course almost every day) and communicating with me when questions or concerns arise.

Instructor

Name: Kelli McCarthy
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Office: 5-119
Office Hours:

Mon	Tues	Wed	Thurs	Friday
11:30-2:00	11:30-2:00	11:30-2:00	11:30-1:00	8:00-9:00*

*Indicates that the office hours will only be held via email.

Materials

Text: Intermediate Algebra, 7th edition, by Elayn Martin-Gay (**all you need to purchase is the MyMathLab Student Access Kit. YOU DO NOT NEED TO PURCHASE THE TEXTBOOK!**)

Calculator: You must have a scientific calculator. NO GRAPHING CALCULATORS/NO CELL PHONE OR TABLET CALCULATORS will be permitted on exams.

Resources

- ME! Please remember that I am a real person and I can answer your questions! Email me or come see me during office hours! If there is a conflict, let me know and we will try to find a time that works for us both.
- As this is an online class, the best way to discuss with your peers is through the discussion boards. There will be chapter discussion boards that you can post questions to and answer questions made by your classmates.

- Every Valencia campus has a math center with instructors and tutors to help students. Other resources may vary by campus and the hours of operation are likely to be different. Here are the links for the math centers by campus:
    - [West Campus Math Center](#)
    - [East Campus Math Center](#)
    - [Osceola Tutoring Center](#)
    - [Winter Park Math Center](#)
    - [Lake Nona Tutoring](#)
- There is a wealth of resources available within our Blackboard course and online. Please go to "Chapter Materials" on Blackboard to find additional resources for each chapter.

Class Policies

Attendance
- There is no minimum requirement for time spent online, however, the only way to learn math concepts is through practice. The more time you put in, the more you'll get out. When a student contacts me with concerns about their grade, the first thing I will look at is how much time they are spending in the course and typically students struggling have not spent enough time on the course.
- In the event of a withdrawal, I will enter the date of the last assignment completed on MyMathLab.

Conduct
- Most of our communication will occur via email or in discussion boards. Please be professional when emailing me or posting in the discussion boards. You can find email/discussion board etiquette rules on Blackboard.
- Your attitude will greatly affect your ability to succeed in this course. It will also affect your classmates' attitudes when you are participating in discussions. Always consider this carefully before you speak or act.

Academic Honesty
- Honesty and integrity reward you in many ways, including avoidance of the grade of zero that is assigned to any student who cheats on any test or assignment.
- If I *suspect* cheating on any assignment (online or in class), I reserve the right to require the student(s) in question redo the assignment(s), in a reasonable time frame, in a proctored location for a new grade.

Grading
- Partial credit on tests and assignments is sometimes given, when appropriate, solely at the discretion of the instructor.
- **<u>Since grades are confidential information, they will only be disclosed and/or discussed through secure means: Blackboard and Atlas Email. I will not respond to any grade questions from a private email address. Grades will not be disclosed over the phone.</u>**

Mastery Quizzes and Study Plans
- Completion of practice problems on a regular basis is crucial to your success in this course.
- You will have mastery quizzes that must be taken on MyMathLabs.
- Mastery Quizzes are timed.

- You may retake the mastery quizzes as many times as you'd like before the due date. If you wish to retake the mastery quiz, you must first complete the corresponding study plan.
- There are 15 mastery quizzes; I will drop your lowest grade.
- Each student may request to have 1 mastery quiz deadline extended.
- Additional (up to 2) extensions may be earned by: (1) completing the diagnostic test by the end of the first day of class, (2) completing the SFI at the end of the term.
- 25 BONUS POINTS for students who complete all 15 mastery quizzes with 60% or higher by their assigned due date. (In the event that you have missed the due date and used an extension to complete a mastery quiz, you are no longer eligible for the 25 point bonus.)
- MyMathLab Course ID: **will be posted on Blackboard.**

Exams
- Students will have 2 Module Assessments during the semester. One covers Chapters 2, 3, and 6. The other covers Chapters 7, 8, and 4. **THESE EXAMS (AND YOUR FINAL) MUST BE TAKEN AT A PROCTORED TESTING FACILITY.**
- You will have a cumulative final exam at the end of the semester. If your final exam grade is higher than either of your module tests, it will replace the lowest grade.
- For each exam, including the final, a student may bring ONE 3x5 index card for notes. This must be handwritten and you may use the front and back of the card. You will turn this in with your exam.
- **No make-up tests will be given. You will be given one week to take an exam at a secure (and approved) testing location. It is your responsibility to schedule your exam and complete it within this timeframe.**
- All materials in your work area during testing, including electronic memory, are subject to thorough and unannounced inspection by the instructor.
- NO GRAPHING CALCULATORS OR CELL PHONE CALCULATORS WILL BE PERMITTED ON EXAMS.
- If your course grade going into the final exam is an A (you have earned a minimum of 761 points out of 850 in the module tests, learning journal, and mastery quizzes), you may opt out of taking the final exam. If you do not have 806 points or more going into the final, you must take your final exam.

Lab Component
- In order to maximize your learning experience, you will complete a short activity for each chapter that will be submitted to me in Blackboard as a PDF. I will grade these activities and also post the solutions for you to check over your work. Each activity will be worth 15 points, for a total of 90.
- In addition to the chapter activities, you will be required to have one phone or face-to-face conference with me prior to the first module exam. You need to schedule this conference during my office hours listed above. This conference is worth 10 points. You total lab grade will be worth 100 points.

Withdrawal
The deadline for withdrawing from class with a grade of "W," if you are eligible to do so, is **March 31, 2017** for full term classes.   During the first or second attempt in the same course at Valencia, if you withdraw or are withdrawn by the professor, before the Withdrawal Deadline,

you will receive a W (Withdrawn). You will not receive credit for the course, and the W will not be calculated in your grade point average; however, the enrollment will count in your total attempts in the specific course. **Students may not withdraw from a class if it is their third attempt.** If you do not withdraw prior to the Withdrawal Deadline or fail to take the required final examination, the professor will assign your grade based on your performance in the course at the time of withdrawal.

Grade Calculation

Item	Points
Module Assessment 1 (Ch. 2, 3, 6)	200 points
Module Assessment 2 (Ch. 7, 8, 4)	200 points
Lab Component	100 points
Mastery Quizzes	350 points (25 points per quiz)
Final Exam	200 points
Total Points	1050

A traditional grade scale will be used to determine your final letter grade (90-100 A, 80-89 B, 70-79 C, 60-69 D, Below 60 F).

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 appropriate documentation of disabilities (West Campus SSB 102, extension 1523).

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.

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