

Carrier Course Syllabus

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.


Instructor Information

Name:	Melissa Giblin Carrier		
Office Phone:	LINE app (see below and in Canvas).		
E-mail address:	mgiblin@valenciacollege.edu (or Atlas)	AND	through Canvas (preferred)
Student Engagement Hours:	Sun	8 – 9:30 pm (virtual)	
	Mon	2 – 4 pm (West; Bldg 4; room 218)	
	Tue	12 – 3 pm (virtual)	
	Wed	2 – 4 pm (West; Bldg 4; room 218)	
	Thur	4 – 5:30 pm (virtual)	

While no hours are scheduled on zoom, it will be considered on a case-by-case basis and dependent upon availability.

LINE app for communication

- This will be a group chat with the entire class which allows for a quicker response time, typically.

- Download the LINE  app.

- Complete the Sign-Up process. *Please use your first and last name that is listed in Atlas.*

- Click the  icon, then the  icon, then the  icon.

- Use your camera to scan this QR code:



TA Information

Name:	James J. Ellerbrock
Email Address:	jellerbrock@valenciacollege.edu

This class has been provided with a teaching assistant who will be helping with reviewing and giving feedback on your lab assignments. You can also reach out to him with any questions you have while completing the required lab worksheets and discussions (more information on these assignments will follow).

General Course Structure:

- You must be aware of ALL course policies and will be held responsible for knowing them.
- This class is taught online using a required text and instructional materials. You will be required to go through daily self-paced readings, review section notes, and/or watch section videos. All homework, chapter tests, lab assignments and discussions will be completed online.
- Chapter assignment (homework, tests, labs worksheets and discussions) are due weekly on **WEDNESDAY nights**.
- **In addition, you will be required to take two (2) proctored online cumulative exams in MyLab while at a Valencia Math center or other approved site (more details to follow).**
- **Proctored exams will be available from Friday - Tuesday of the given week/weekend.**
- I expect that each of you will be working through material in this course multiple times per week. You will have assignments to complete weekly. **Not having enough time to complete an assignment that you had a full week to work on and did not begin until a few days before it is due, will not be a valid excuse for an extension on the assignment.** A timeline for the semester is located at the end of this syllabus. I strongly suggest you keep this out and follow the day-to-day guidelines.
- A general rule of thumb is that for every hour spent "in-class," students should spend about 3 hours outside of class working on course material. For a 3-credit hour course, such as this, that means you should be spending 9-hours on this course outside of class. Since this is an online course and there are no "in-class" sessions, we can add the 3 hours that would have been class meeting times to that 9 hours. **That means I can expect you to be spending 12 hours a week on this course!** 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 (12 hours) each week.

Required Materials

Text: **MyLab & Mastering for Intermediate Algebra by Martin-Gay, 8th edition.**

Purchasing options are as follows:

- Purchase MyLab and Mastering Digital Access 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 1 semester access code at a discounted price (see below).
- Purchase MyLab and Mastering Direct Access when registering for it using a credit card. You will be given 2 options when paying this way.
 - Option 1 is the cheaper option 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 24 month access code to the course (if you need to repeat the class, and you do so within 24 months from the date of registration with the 8th edition, you will not need to buy another code).
- 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.

Calculator

You will need access to a scientific or graphing calculator for this course. For the scientific calculator I recommend the TI-30X IIS. 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.

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.
- **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.

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.

Communication Plan

- I will try to answer 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.

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](#).
- If tutoring assistance outside of the hours provided by Valencia's tutoring team is needed, you can access additional tutoring services through Brainfuse.

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.

Conduct

- You are required to actively participate in Canvas discussions. Courtesy will be observed at all times.
- As your instructor and as a student in this class, it is our shared responsibility to develop and maintain a positive learning environment for everyone while online. As a fellow learner, you are asked to respect the learning needs of your classmates and me in achieving this critical goal.
- Engaging in disrupting behavior online will result in me taking the necessary actions to end the disruptive behavior.

Illness Concerns

- If you are unable to participate in the course due to illness, family emergency, etc., please communicate with me as soon as possible to create a plan to complete any missed assignments so that your learning can progress in your course.
- In the case of a prolonged online absence, please communicate with me as soon as possible to create a plan for the best course of action.

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 June 30th for Summer 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.”

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.

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 \(SAP\)](#) (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.

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.

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!

For your current average, always refer to Canvas. (Do NOT use the average given in MyLab & Mastering.)

*All your work is expected to be your own. Using outside resources or another person while doing the homework and taking chapter exams is considered cheating and if caught could result in severe consequences. **Further, you will be taking TWO required exams that are proctored. If outside resources are used to complete the material that prepares you for those exams, you will NOT be prepared for the cumulative exams!***

One more thing to keep in mind - this class is not an "end" class, meaning if you are taking this class, it is to prepare you to take another one (most likely College Algebra). If your work is not your own, you are doing yourself a 100% dis-service for preparing for the next class.

Wednesday Deadline Explanation:

*I know it's "typical" to have assignments due on the weekend so a Wednesday deadline may seem random. **HOWEVER**, outside of the first week (with the intro assignments) you are working Thursday – Wednesday so you are given the same amount of time to work if you had Monday – Sunday. If weekends are the only times you are able to get your work down, plan accordingly and work ahead.*

<u>Assignment Type</u>	<u>Percent</u>
Homework <ul style="list-style-type: none">Homework is due weekly on Wednesday nights at 11:59 pm.All MyLab homework questions can be repeated until 100% full credit has been obtained.After a deadline has passed you will still be able to work on your homework, but the grade will not increase.BONUS INCENTIVE – if all section homework for a chapter is completed at a 90% (or better) you will earn 5 bonus points on your chapter test!	20%
Lab Worksheets and Discussions <ul style="list-style-type: none">You will have weekly lab assignments due on Wednesday, 11:59 pm of either a discussion or worksheet.Lab Discussions<ul style="list-style-type: none">Due on specified Wednesday nights at 11:59 pm. (dates are in Canvas and on calendar provided).As long as all parts of the prompt(s) have been addressed with thoughtful responses, full credit is awarded, though a word count of at least 200 words is desired.You are strongly encouraged but not required to comment on other classmate's posts.Lab Worksheets<ul style="list-style-type: none">Please print the worksheets, show all work on them, and upload them into Canvas.Due for a grade on specified Wednesday nights at 11:59 pm. (Dates are in Canvas and on calendar provided.)Feedback will be given on the worksheets and if desired you will have until Saturday to correct any errors and re-submit your work to be able to earn a higher grade.NOTE – the Saturday deadline is for re-submissions only. To have your work graded all initial submissions must be in by Wed night.	15%
Chapter Tests <ul style="list-style-type: none">A chapter test will be completed for each unit.All chapter tests will be due on specified Wednesday nights at 11:59 pm (generally bi-weekly).You have 90 minutes per attempt at the test, and 2 attempts to earn the highest grade possible.There is no additional work that must be done before taking a 2nd attempt at the test. The highest score of the two attempts (if taken) is recorded.BONUS REMINDER – if all section homework for a chapter is completed at a 90% (or better) you will earn 5 bonus points on your chapter test!	15%

<p>Cumulative Exams</p> <ul style="list-style-type: none"> • You will have 2 proctored cumulative exams that will be taken. • You MUST REGISTER TO TAKE YOUR PROCTORED EXAMS. • You will be given ONE attempt on each exam. • While the test will be located on MyLab you will be showing work on paper to support your answers. Work will be turned in and graded. • Questions with insufficient or incorrect work may have credit taken away, while partial credit will be given for questions with partially valid work but incorrect answers. • Feedback will be given on all exam work. <ul style="list-style-type: none"> ○ Midterm <ul style="list-style-type: none"> ▪ The midterm will cover material from Ch 2, 3, and 6. ▪ Midterm registration begins Mon 5/15 and ends Thur 6/15. You will receive information on how to register for the Midterm in your Atlas email on 5/11. ▪ The midterm will be available Fri 6/16, Sat 6/17, Mon 6/19, and Tue 6/20. ○ Final Exam <ul style="list-style-type: none"> ▪ The final will emphasize material from Ch 7, 8, and 4 but will also contain a few questions from Ch 2, 3, and 6. ▪ Final Exam registration begins Mon 7/3 and ends Thur 7/27. You will receive information on how to register for the Final Exam in your Atlas email on 6/29. ▪ The final exam will be available Fri 7/28, Sat 7/29, and Mon 7/31. 	<p>50%</p>
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Final Grade Determination Scale

A: 90% - 100%

B: 80% - 89%

C: 70% - 79%

D: 60% - 69%

F: 0% - 59%

Failure to complete the final exam will result in a grade of F.

MAT 1033C Online Summer 2023 Timeline

I have suggested you complete many assignments before the due date. This course relies on technology, and problems can occur. If assignments are completed a head of time, last minute issues should not arise.

Also note, I have you working Mon-Fri, but adjust the daily activities as needed to fit your schedule and holidays, to make sure you can get the assignments done by the deadline.

	Date	Task to Work On	Assignment Due
WEEK 1 Mon	5/8	<ul style="list-style-type: none"> Read through the Canvas Orientation Information & Assignments Module. Print the Course Syllabus, and this Calendar of Activities. Register for MyLab & Mastering (MLM). Complete the “Introduction to MyLab & Mastering” in MLM. 	
Tue	5/9	<ul style="list-style-type: none"> Lab Discussion – Introductory Reflection Begin “Course Prerequisite Homework.”* 	
Wed	5/10	<ul style="list-style-type: none"> Complete “Course Prerequisite Homework.”* *This must be completed at an 80% or better to open all remaining MyLab assignments 	Discussion: Introduction Homework: Introduction to MyLab & Mastering *Homework: Course Prereq
Thur	5/11	Begin Chapter 2 – 1 week unit Complete review of notes, textbook, or videos and homework for: 2.1	
Fri	5/12	2.3 Lab Worksheet – Simple and Compound Interest	
Sat	5/13		
Sun	5/14		
WEEK 2 Mon	5/15	2.4 2.5 Available Starting TODAY – register for your Midterm Exam There are limited slots available, the earlier you register the better!	
Tue	5/16	2.6	
Wed	5/17	Ch 2 Test Attempt #1 Review Test Ch 2 Test Attempt #2	Homework: 2.1, 2.3, 2.4, 2.5, 2.6 Worksheet: Simple and Compound Interest Test: Ch 2
Thur	5/18	Begin Chapter 3 – 2 week unit Complete review of notes, textbook, or videos and homework for: 3.1	
Fri	5/19	3.2	
Sat	5/20		Worksheet Re-Submission: Simple and Compound Interest
Sun	5/21		
WEEK 3 Mon	5/22	3.3	
Tue	5/23	3.4	

Wed	5/24	Lab Discussion – Feelings on Math & Mantra	Homework: 3.1, 3.2, 3.3, 3.4 Discussion: Feelings on Math & Mantra
Thur	5/25	3.5	
Fri	5/26	Lab Worksheet – Linear Functions	
Sat	5/27		
Sun	5/28		
WEEK 4 Mon	5/29	<i>Memorial Day – College Closed</i>	
Tue	5/30	3.7	
Wed	5/31	Ch 3 Test Attempt #1 Review Test Ch 3 Test Attempt #2	Homework: 3.5, 3.7 Worksheet: Linear Functions Test: Ch 3
Thur	6/1	Begin Factoring and Chapter 6 – 2 week unit Complete review of notes, textbook, or videos and homework for: 6.0	
Fri	6/2	5.7 Lab Discussion – How to Learn Math	
Sat	6/3		Worksheet Re-Submission: Linear Functions
Sun	6/4		
WEEK 5 Mon	6/5	6.1	
Tue	6/6	6.2	
Wed	6/7	6.3	Homework: 6.0, 5.7, 6.1, 6.2, 6.3 Discussion: How to Learn Math
Thur	6/8	6.5	
Fri	6/9	6.6 Lab Worksheet – Rational Equations Applications	
Sat	6/10		
Sun	6/11		
WEEK 6 Mon	6/12	6.4	
Tue	6/13	Ch 6 Test Attempt #1 Review Test	
Wed	6/14	Ch 6 Test Attempt #2	Homework: 6.5, 6.6, 6.4 Worksheet: Rational Equations Applications Test: Ch 6
Thur	6/15	Begin Midterm Review LAST DAY TO REGISTER FOR YOUR MIDTERM	

Fri	6/16	Finish Midterm Review Take Proctored Midterm between Today, Sat 6/17, Mon 6/19, or Tue 6/20.	Available: Midterm
Sat	6/17		Worksheet Re-Submission: Rational Equations Applications
Sun	6/18		
WEEK 7 Mon	6/19		
Tue	6/20		Exam: Midterm
Wed	6/21		
Thur	6/22	Begin Chapter 7 – 2 week unit Complete review of notes, textbook, or videos and homework for: 7.0	
Fri	6/23	7.1	
Sat	6/24		
Sun	6/25		
WEEK 8 Mon	6/26	7.3	
Tue	6/27	7.4	
Wed	6/28	7.5 Lab Discussion – Reflection Midway through Semester	Homework: 7.0, 7.1, 7.3, 7.4, 7.5 Discussion: Reflection Midway through Semester
Thur	6/29	7.6	
Fri	6/30	7.7 Lab Worksheet – Distance and Midpoint Formula's with Pythagorean Theorem	
Sat	7/1		
Sun	7/2		
WEEK 9 Mon	7/3	7.2 Available Starting TODAY – register for your Final Exam There are limited slots available, the earlier you register the better!	
Tue	7/4	<i>Independence Day – College Closed</i>	
Wed	7/5	Ch 7 Test Attempt #1 Review Ch 7 Test Attempt #2	Homework: 7.6, 7.7, 7.2 Worksheet: Distance and Midpoint Formula's with Pythagorean Theorem Test: Ch 7
Thur	7/6	Begin 5.8 & Ch 8 – 2 week unit Complete review of notes, textbook, or videos and homework for: 5.8	
Fri	7/7	8.1	
Sat	7/8		Worksheet Re-Submission: Distance and Midpoint Formula's with Pythagorean Theorem

Sun	7/9		
WEEK 10 Mon	7/10	8.2	
Tue	7/11	Lab Discussion – Studying Math is Like...	
Wed	7/12		Homework: 5.8, 8.1, 8.2 Discussion: Studying Math is Like...
Thur	7/13	8.5	
Fri	7/14	8.6	
Sat	7/15		
Sun	7/16		
WEEK 11 Mon	7/17	Lab Worksheet – Describe Variations to the Graph of x^2	
Tue	7/18	Ch 8 Test Attempt #1 Review	
Wed	7/19	Ch 8 Test Attempt #2	Homework: 8.5, 8.6 Worksheet: Describe Variations to the Graph of x^2 Test: Ch 8
Thur	7/20	Begin Ch 4 – 1 week unit Complete review of notes, textbook, or videos and homework for: 4.1	
Fri	7/21	4.3	
Sat	7/22		Worksheet Re-Submission: Describe Variations to the Graph of x^2
Sun	7/23		
WEEK 12 Mon	7/24	Lab Worksheet - Systems of Linear Equations	
Tue	7/25	Ch 4 Test Attempt #1 Review	
Wed	7/26	Ch 4 Test Attempt #2	Homework: 4.1, 4.3 Worksheet: Systems of Linear Equations Test: Ch 4
Thur	7/27	Begin Final Exam Review in MyLab & Mastering *While the Final Exam emphasizes Ch 7, 8, and 4, it does contain material from the entire semester (so Ch 2, 3, and 6) as well. LAST DAY TO REGISTER FOR YOUR FINAL EXAM	

Fri	7/28	Finish Final Exam Review Take Proctored Final Exam between Today, Sat 7/29, or Mon 7/30 per your registered appointment.	Available: Final Exam
Sat	7/29		Worksheet Re-Submission: Systems of Linear Equations
Sun	7/30		
WEEK 13 Mon	7/31		Exam: Final Exam