



## Math 0315.018 – Beginning Algebra Online – Spring 2019

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**Instructor Information:** Jacqueline Fowler RC 223 E (Reese Campus - Building 2)  
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**Office Hours:** Monday – Thursday: 8:00 – 8:30, 10:15 – 11:00 Friday: 8:00 – 11:00

**Course Description:** This course is designed to prepare students for MATH 0320.

**Course Objectives:** To successfully complete this course, you must master 70% of the following.

- Add, subtract, multiply, and divide real numbers and polynomials.
- Simplify algebraic expressions.
- Solve linear equations and linear inequalities.
- Solve systems of equations by graphing, substitution, and addition.
- Translate and solve word problems.
- Graph equations in two variables by the intercept method and the slope intercept method.
- Identify and use exponent rules.
- Factor polynomials and solve quadratic equations using factoring.

### Materials/Supplies

- **Required:** MyMathLab (MML) Student Access Kit
- **Optional:** Elementary and Intermediate Algebra, 4<sup>th</sup> edition, by Sullivan, Struve, and Mazarella. The textbook is available in electronic format in MML.

**ADA Policy:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester to make the appropriate arrangements. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office through the Guidance and Counseling Centers at Reese (Building 8) 806-716-4606, or Levelland (Student Services Building) 806-716-2577.

**Diversity:** In this class, the teacher will establish and support an environment that values and nurtures individuals and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**Non-Discrimination:** South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**Title IX Pregnancy Accommodations:** If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Crystal Gilster, Director of Health and Wellness at 806-716-2362 or email [cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) for assistance.

**Campus Concealed Carry:** Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: ([http://www.southplainscollege.edu/human\\_resources/policy\\_procedure/hhc.php](http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php)) Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

## **Class Policies**

**Blackboard:** Blackboard is an online course management system that SPC uses for course information. In Blackboard, you will find the course syllabus, outline, and instructions on MyMathLab. For technical support, call 806-716-2180 or email [blackboard@southplainscollege.edu](mailto:blackboard@southplainscollege.edu).

**MyMathLab:** We will be using a math website called MyMathLab (MML). In MML, you will find all math assignments, class announcements, email, tutoring help, the textbook, and much more. You can access MML directly at [www.mymathlab.com](http://www.mymathlab.com). For technical support, log into MML, and click on support.

**Logging into your course:** When you sign up in MML, your name MUST appear EXACTLY as it appears in Texan connect. If your name does not appear as it does on my class roster, then you will not receive a grade for the class. If someone other than you logs into this course, you will be dropped immediately regardless of the reason and you will receive an F or X at my discretion.

**Attendance Policy:** Attendance and effort are the most important activities for success in this course. Your attendance is monitored through completion of assignments in MML. Logging into the course does not keep you compliant. You must be turning in work. **If you miss any 6 assignments, you may be dropped from this class and receive an X or F.**

**Withdrawal from the course:** If you wish to drop this class, you must contact Student Support Services as soon as possible. Until the drop is officially processed, you will continue to be on my class roll and will be at risk of being dropped by me if you miss the maximum number of assignments.

**Academic Integrity:** It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. Please refer to the SPC Student Guide under "Student Misconduct" and "Academic Integrity" regarding consequences for cheating and plagiarism.

**Netiquette:** Professionalism, respect, and courtesy are required at all times. **NO PROFANITY** under any circumstances in any situation. Confrontational behavior will NOT be tolerated, and you will be dropped from this course immediately to receive an X or F at my discretion.

**Computer Issues:** If your personal computer becomes “disabled”, there are computer labs on all SPC campuses which you may use to access this course. You may also find a public computer to do your work. **Computer problems, mechanical failures, internet service provider issues, etc. do not constitute excuses for late submission of work.** If the SPC server goes down, it will not affect MML since you can access MML directly at [www.mymathlab.com](http://www.mymathlab.com).

**Communication:** I will respond to all emails within 24 hours. After 11 AM on Friday, you may not hear back from me until Monday after 8 AM. When you email me through MML, check the email you used when registering to find my reply. Do not use all CAPS or text language in your emails, and make sure to sign your name to EVERY email you send to me.

## Assignments and Grades

**General Info / Extension of deadlines:** All assignments are located under the “REQUIRED ASSIGNMENTS” tab in MML. Please make note of all deadlines on the outline in Blackboard. You can work as far in advance as you would like. Assignments are open on the first day of class with the due dates listed so you can plan accordingly to complete all assignments on time. You should ALWAYS stay days ahead of schedule so that if you have any issues, it can be resolved before the deadline. Issues cannot be resolved after the deadline. You must give me 24 hours to fix any issues. NEVER wait until the last minute to complete an assignment. Computers seem to have issues when you are in a hurry to meet a deadline. To be fair to everyone, assignments will NOT be accepted late for ANY reason, so do NOT even ask. **No exceptions!**

**Tutoring/Videos:** To help you with the lessons, there are videos in MML under “Multimedia Library” and “Lesson Videos”. You also have access to free tutoring on any SPC campus and in MML under “Pearson Tutor Services”.

**Homework:** If you do not want to spend all of your time in front of the computer, the homework assignments may be printed, worked on paper, and then the answers can be entered at a different time. You can log out and come back to work homework assignments. You should not settle for less than a 100 on all homework assignments since you can rework all problems until you get them right. If you miss a problem, or if you just want more practice, hit “similar exercise” at the bottom of the screen for a new problem to work. Three homework grades will be dropped.

**Exams:** You are allowed only one attempt to complete an exam. All exams are timed and are due by the date and time listed in the outline. You will get the full amount of time unless you start the exam right before the deadline. Then, you forfeit the full amount of time. For example, if the exam allows 2 hours to complete, and you start the exam 30 minutes prior to the deadline, then you are only allowed 30 minutes to complete the exam. Exams will not be dropped. If you go through the “How to enter answers”, read through the special notes about entering answers on the day one checklist, and practice homework, you will know how to enter answers on all exams. I will add points on exams for incorrect spacing, but nothing else. You must know the proper way to answer the questions. If you are having problems entering answers, please contact me while doing homework so I can help.

**Final Exam:** There will be a comprehensive final exam at the end of the semester. You are allowed only one attempt to complete this exam. There are no exemptions for the final exam. The final exam may be used to replace the lowest test.

**Save for Later Option:** You will have the “save for later” option on all exams. This means you must work the problems in order. You may save the test and come back to it at a later time, but you will not be able to go back to any previous problems. **Be extremely careful** because if you click out of the test or get kicked out for any reason, you will forfeit the chance to finish the problem you were working on at that time. For example, if you are working on number 3, and you get kicked out of the test due to a power outage, then when you return, you must start on number 4, and number 3 will be counted wrong.

**Grading Scale and Policy:**

A: 90 – 100	Homework	20 %
B: 80 – 89	Exam 1	20 %
C: 70 – 79	Exam 2	20 %
D: 60 – 69	Exam 3	20 %
F: 0 – 59	Final Exam	20 %

**Course Outline**

Any changes will be posted in MML and emailed to you.

Print this outline, and place it next to your computer to avoid missing any deadlines.

Week	Due Date	Assignment due by midnight
1	Jan 21	Orientation, Sections 1.2, 1.3
2	Jan 28	Sections 1.4, 1.5, 1.6, 1.7
3	Feb 4	Sections 1.8, 2.1, 2.2
4	Feb 11	Sections 2.3, 2.5, 2.6
5	Feb 18	Sections 2.7, 2.8
<b>6</b>	<b>Feb 25</b>	<b>Exam 1 -- Chapters 1 and 2</b>
7	Mar 4	Sections 3.1, 3.2, 3.3
8	Mar 11	Sections 3.4, 4.1, 4.2
9	<b>Mar 11 - 17</b>	<b>Spring Break</b>
10	Mar 18	Sections 4.3, 4.4, 4.5
<b>11</b>	<b>Mar 25</b>	<b>Exam 2 -- Chapters 3 and 4</b>
12	Apr 1	Sections 5.1, 5.2, 5.3
13	Apr 8	Sections 5.4, 5.5, 6.1
14	Apr 15	Sections 6.2, 6.3, 6.4
15	Apr 22	Sections 6.5, 6.6
<b>16</b>	<b>Apr 29</b>	<b>Exam 3 -- Chapters 5 and 6</b>
<b>17</b>	<b>May 6</b>	<b>Comprehensive Final Exam</b>