

Course: **MAT 1233- V03 Intermediate Algebra - Online**
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Prerequisites: ACT mathematics score of 16 or higher **OR** a grade of "C" or better in Math 0123 **OR** COMPASS Report placing you in Math 1233

Course Description: The topics include linear equations and their graphs; inequalities and number line graphs; rational expressions; factoring; laws of exponents; radicals; and polynomials.

Course Goals & Objectives: The student will gain an understanding of the mathematical topics needed to move on to a higher level of mathematics. The student will be given specific learning objectives for each unit and chapter. Assignments will be given for each lesson in *MyLab and Mastering*, Pearson's course management system.

Student Learning Outcomes: The student will:

- solve linear equations and inequalities.
- solve equations containing rational expressions.
- factor polynomials.
- simplify radical expressions.
- perform operations on polynomials.
- solve quadratic equations.

General Requirements and Expectations

1. You must have access to a computer and the internet.
2. You must print out the Assignment Schedule (which show dues dates for assignments, tests, and discussion boards) that is provided in the Canvas "Course Orientation". Missing homework dates will earn you an absence and you will risk being cut from the class. Missing test dates will earn a zero. The assignment schedule is given to you in the orientation or also in MyLab and Mastering.
3. Each week closes at 8:00 AM on Monday. You should work in MyLab and Mastering throughout the week. If you begin your work late Sunday night and have technical difficulties, you will not be able to get help.

Week One Expectations

1. Week one you will work through the Course Orientation in Canvas and read all information provided in Canvas. You will get your first grade for fully completing the Course Orientation in Canvas.
2. Part of the Course Orientation in Canvas is registering for MyLab and Mastering. The course access code is available on the Registering for MyLab and Mastering portion of the course orientation. This cannot be put off. You will have homework assigned during week one that is your week one attendance marker. **If you do not enroll in MyLab and Mastering and submit MyLab and Mastering work assigned during the first week of class you will receive an absence on Monday January 23 at 8:00 AM.** Just working in Canvas Orientation will not earn you an attendance marker - you must enroll in and submit MyLab and Mastering work.

Each week you will:

1. Check your email several times during the week, sign into Canvas, look at the announcement Board on Canvas.
2. Click on "Assignments" on your homepage and select the week to see what assignments, reviews, or tests are due Enter the correct weekly module and
3. While in the weekly Canvas Module, (or assignment tab from home page) you may click "Next" button get to notes, videos, etc.: Print out your video notes and watch the videos - filling out notes as you watch - and then work the assigned homework. Every assignment must be worked or you will receive an absence for the week. When you receive three (3) absences you may be withdrawn from the class. You must work the homework the week assigned, however if you are not pleased with your grade you can return and improve your homework grade - at a 30% penalty - until the midterm due date (for Test 1 - 3 materials) and until the final exam week (for Test 4 - 5 materials). The term is over on April 28 at 3:00 pm
4. When you have completed a module, you will be led to the quiz/test section of MyLab and Mastering to take a test when they are assigned. **You must take the test before or during the assigned week or you will earn a zero on the test.**

Tidbits:

I encourage you to communicate with me through email or discussion board.

The calendar for online courses differs from the calendar of face-to-face PRCC courses. Pay attention to the dates. Holidays are not observed, assignments will still be required.

Do NOT depend on the pop up calendar to do your assignments. Refer to the assignment sheet I have mentioned several times already that on in home page.

Materials:

- Textbook: A digital version of the textbook is available in Bookshelf on Canvas or under Chapter Content on *MyLab and Mastering*. The access code to sign into our class is:
- Code: _____
- Scientific Calculators will be allowed on all quizzes and tests.). Recommended calculator is the TI-30XIIS
- Graphing calculators are NOT allowed.
- If you will put all your notes in a 3 ring binder and put homework behind it, you will find preparing for the final is much easier. I strongly recommend you work you homework on paper in order to better recall the many steps of the many types of problems we learn, as we move forward. You are your best opportunely to have good notes to follow and refer back to !!!!

Useful note: If you work the problems using “View an Example”, “Help Me Solve It”, a tutor or your notes, be careful not to fool yourself. Until you can do the problem without constant help, then you do not really understand how to work the problem. Use them as a tool not a crutch.

Instructional Technique: *MyLab and Mastering* will be used extensively for this course. All assignments (homework, quizzes, reviews, and tests) will be assigned and graded through *MyLab and Mastering*. Instructional Videos are posted in *MyLab and Mastering*, under each week’s module, along with the video notes. Students should print the Video notes for each section. Then, view the instructional video for each section. After viewing the video for a particular section and taking notes from the video, the student should complete the homework

assignment for that section (posted under Homework tab in *MyLab and Mastering*). These homework assignments will count as a grade. When the student has finished all the homework assignments for each chapter, then the student should take the test for that chapter. Before taking the test, please work the review for the test. Print out and refer to “Course Assignment Sheet” that is found on the homepage listed at “Assignments”. Dates and deadlines are firm. The student may work ahead, but the student will be marked absent if the student falls behind in the schedule. Additional resources, such as PowerPoint’s, animations, and *MyLab and Mastering* videos are available under the tab “Course Content” or under “Multimedia Library” on the left side of the course website. You will enter the course through Canvas.

The student will need the following programs installed on home computer: Adobe Reader, Adobe Flash Player, and Quick Time.

MyLab and Mastering does not support Internet Explorer. You should use Firefox and it needs to be at least version 48. I will send an email to help you upgrade your home computer if you need to.

If you use an Apple notebook, download Chrome to run the software. It usually does not like Safari.

Method of Evaluation: Assessment for the course will include participation in weekly discussions or some other group activity in the *MyLab and Mastering* course, homework exercises in *MyLab and Mastering*, chapter tests, and a proctored comprehensive final exam. Homework will be assigned each week. If the student does not complete the assignments within the designated time, the student will be penalized for the delay. The student will still be able to work on the assignments, but will not be able to score a 100% for completing the assignment. The highest score possible will be 70 for the problems on the homework that are completed after the due date.

Semester Average:

- Class Participation 10%
- (this includes discussion boards, Test Reviews, and quizzes)
- Assignments 20%
- Chapter Test 45% (this includes Proctored Test 3)
- Proctored Final Exam 25%

Formula to calculate your final grade

Course Syllabus/Online

$$.45(\text{Test Average}) + .20(\text{Homework Average}) + .10(\text{Class Participation}) + .25(\text{Proctored Final Exam}) = \text{Semester Average}$$

A grade of C or better is required to take the next course, College Algebra. This course is for institutional credit only.

Grading scale:

A	100 – 90
B	89 – 80
C	79 – 70
D	69 – 60
F	59 or below

Attendance: Online instruction differs fundamentally from traditional classroom instruction in that students may access the online resources at times that are convenient to the student's personal schedule within a range of times defined by the instructor. However, consistent attendance is required to successfully complete an online class. A student participating in a PRCC full term online course will be allowed two (2) absences. Upon the third (3) absence, the student will be administratively withdrawn from the course. **If a student has not registered for and attempted any assignments in MyLab and Mastering by the end of the second week, then the instructor will submit the student's name as a no show.** In a mathematics on-line class the real math work takes place in MyLab and Mastering. Therefore, if a student submits at least one assignment per week, the student will be marked present. However, in order to be successful in this class, it is recommended to complete all of the assignments. The student will receive a warning notice after each absence. Attendance will be taken at 8am on Monday for the previous week.

Extenuating circumstances do occur, such as extreme illness, death in the family, legal matters, or military duty. It is the student's responsibility to provide appropriate documentation to substantiate such circumstances. The instructor will then determine if an extension is warranted. Students and instructors of online courses will adhere to the academic calendar and the process of appeal.

Circumstances NOT considered extenuating:

- Registering for a class late
- Failure to read and adhere to the syllabus
- Failure to plan appropriately
- Not having the appropriate materials (software)

- Technical problems

Testing: There will be 5 chapter tests and a final exam given. One chapter test and the final exam will be proctored tests. All tests will be timed test. Students will be allowed 75 minutes to complete each chapter test and 120 minutes to complete the final exam.

The student will have 2 attempts for each non-proctored chapter test which will be taken at home. Please note that tests cannot be made up. **Tests must be taken at the designated time.** Once a student logs into a test, the student must complete it. If the student attempts to open another page during the test – homework, notes, another website – the test will shut itself down. This is a built-in procedure from *MyLab and Mastering* to prevent cheating. If this happens to a student, it will count as one attempt at taking the test. Dates and deadlines for test are firm.

Proctored Test Information: Proctored exams must be taken in the Math Lab at either Poplarville campus or the Forrest County Center. (If you are NOT a PRCC student, then you will test at your school's approved proctoring site.) Students are responsible for making appointments with the proctor for these exams. Students must sign up for testing time for proctored exams through SmarterProctoring (listed in the menu on the left in Canvas once you open your course.)

Proctored Test #3 - Due by _____ at 3:00 pm – which means you have to make the appointment by 1:00 pm

You will have 75 minutes to complete this test. **One attempt.**

Proctored Final exam = Due by _____ 3:00 pm – which means you have to make the appointment by 1:00 pm

You will have 120 minutes to complete the Final Exam. **One attempt.**

Policies: All students will be expected to follow the policies dealing with attendance, grading, make up work, and withdrawal from class or school as stated in the current Cat Country Guide, the student handbook.

ADA Statement: *Pearl River Community College offers equal education and employment opportunities. The College does not discriminate on the basis of race, religion, color, sex, age, national origin, veteran status, or disability. For inquiries regarding the non-discrimination policies or to request accommodations, special*

assistance, or alternate format publication please contact Tonia Moody, Director of Admissions and Records, ADA/Civil Rights, and Title IX Coordinator, at P.O. Box 5537, Poplarville, MS 39470 or 601-403-1060.

Mission Statement: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.

Academic Honesty: A hallmark of any profession is integrity and honesty. Academic honesty is expected of all students; therefore, each student is expected to accomplish his/her own work. Academic misconduct includes, but is not limited to, deceptive acts such as the following:

- a. Plagiarism from any source
- b. Cheating in any manner on test, papers, reports, etc.
- c. Turning in work as their own when, in fact, it was not their work
- d. Improperly using technology
- e. Stealing, buying, or selling course materials
- f. Either impersonating another student during a test or having another person assume ones identity during a test
- g. Deliberately conveying false or misleading information

When academic misconduct has occurred, the instructor has the responsibility of assigning an appropriate penalty. This may include failure of the assignment or failure of the course. If a student is caught cheating on an assignment, the instructor will submit a zero (0) for the assignment and submit the student's name to the appropriate Vice-President for disciplinary action.

GradesFirst, RiverGuide, and Canvas: As a PRCC student, the student needs to become familiar with River Guide (on the PRCC website) and GradesFirst (accessible through River Guide). River Guide is the doorway to all things Pearl River. In River Guide the student will find a link to email, financial aid information, a calendar of events, and much more. GradesFirst is an online tool where the student can email the instructors, view the student's schedule, set up appointments with advisor, and view midterm/final grades. GradesFirst is used by instructors to track the student's absences. When a student is marked absent for a given day, the student will receive an email from GradesFirst informing the student of the absence. The student's login name and password are the same for both sites.

The student's login name is the student's email address:

First Name.Last Name.Day of Birth@ student. PRCC.edu
(john.doe.7@student.prcc.edu).

Student's passwords are in the 6-digit/letter pin code. You should be given this when you enroll as a student at PRCC.

Disclaimer: The course syllabus is a general plan for the course; deviations announced oral or written (email/announcement posting) in class or on the course site may be necessary.