ELEMENTARY ALGEBRA

MATH 50 ONLINE, FALL 2013

SECTIONS #45100 & 45109 (4 UNITS)

INSTRUCTOR

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Office Hours	Tues & Thurs 7:10 AM – 7:40 AM Wed 8:00-9:00 AM (online- see page 4 for details); Wed 9:45 AM – 11:55 AM (office)

COURSE

DESCRIPTION

Course covers a review of arithmetic operations with whole, decimal, fractional and signed numbers, exponential notation, percentages, and order of operations. Algebraic expressions, solving and graphing linear equations and inequalities, polynomial operations and polynomial factoring, rational and radical expressions and equations, quadratic equations and solutions to quadratic equations are also covered.

PREREQUISITES

Math 10 with a grade of "B" or better, Math 12 with a grade of "C" or better, or by eligibility by placement on the VVC assessment exam. You may be asked to provide written proof that you have met this prerequisite. Acceptable forms of proof include (but are not limited to) VVC Assessment Test results, WebAdvisor or MicroGrade printout, or prerequisite challenge approval.

TEXTBOOK / MATERIALS

INTRODUCTORY ALGEBRA, 2ND EDITION, BY MILLER/O'NEILL/HYDE.

Online access at http://www.connectmath.com. You will need an access code. You can purchase the access code directly from the website ($85) or from the Rams bookstore ($109.60).

Online access is required and includes complete digital access to your e-books, videos and homework.

The 2-week financial aid code for this course is **4AF04-84EB4-F0A50-1EF31**. Note that it <u>does not</u> give add an additional two weeks to your course. You will need to extend your account BEFORE the end of the two weeks.

You will NOT access ConnectMath directly from its website; the course is paired with Blackboard and you must access the course by clicking on the link within Blackboard.

HOMEWORK

Practice is a vital component in learning mathematics. Students are to read each section in the e-book and do the assigned work. Videos for each section in the course produced by the textbook company may be found by choosing the Resources tab at the top of your Connect window. I have also created video lecture notes for you.

You may take each homework assignment as many times as you wish, and I will only count the highest grade for each assignment. I will drop the lowest 5 scores from your homework assignments at the end of the semester before calculating your semester grade.

LEARNSMART

We will be beta-testing a new product called LearnSmart which goes along with your text. Basically, it is a flash card system of sorts which will help you to review the concepts of each chapter. Each chapter should take you about 45 minutes to complete and will be due midnight on the night before the HW and Chapter Tests in Connect Math are due. **It is suggested that you wait until you are about ¾ the way through the chapter to begin the LearnSmart review for each chapter.** You were emailed a Student Log-in Guide to Learnsmart along with your syllabus. It is also located in the Resource section of Connect Math, inside the Course Files area. The sign-in code you will need is "**MATAP**". Your grade for each chapter will be your completion percentage.

LECTURE NOTES AND VIDEOS

First, you will want to go to www.mathvideos.net, my video website, and click on the Elementary Algebra button. Above each pair of chapters, there is a link to "download blank lecture notes". Please download and print these out. For each lecture in the table, there is a video lecture I have created to teach you the material. **Watch the videos and take lecture notes just as if you were in class. *This is an essential part of the class*.**

CHAPTER TESTS

We will have 9 chapter tests and one final exam. For each chapter test, you will only be allowed ONE 90-minute attempt. I will drop your lowest-scoring chapter exam. No calculators, notes or "cheat sheets" may be used on any of the chapter tests.

DISCUSSION BOARD & RESPONSE REQUIRED ASSIGNMENTS (RRA'S)

You are expected to participate in each of the weekly discussion boards. Each week you should comment on at least one of that weeks' threads. Each of your posts should **contribute** to the conversation and not just be a short "LOL" type of post. Most of the boards (other than the social forum) will be set up so that you cannot view your classmates' posts until you have posted yourself.

There will be several short RRA (Response Required Assignment) each week. These will be administrative in nature.

GRADING

It is your responsibility to be aware of your grade. Your final grade will be determined as follows:

Online Chapter Tests	25% of your grade	A: [88,100)
Online Homework	25% of your grade	B: [78,88)
Discussion Board / RRA Assignments	10% of your grade	C: [70,78)
LearnSmart	10% of your grade	D: [65,70)
On-Campus Comprehensive Final Exam	30% of your grade	F: [0, 65)

Your official grade will be found in the Grade Book at Connect Math, not within Blackboard.

PHILOSOPHY

While taking an online class is convenient for your schedule, the same dedication is necessary as for an on-site class. If this class were on-site, you would be spending about 5 hours per week in class and travel to class, plus another 6-8 hours per week doing homework. That same 11-13 hours per week needs to be spent online to be successful. **Basically, this means you should schedule a <u>minimum</u> of 2 hours per day, 6 days a week.** Anything short of that is undermining your classroom experience and chances of success.

CALCULATORS

Calculators are not allowed at any time in this course, unless prompted online through Connect. Most of the homework problems have been chosen such that a calculator really should not be needed at all. While I cannot monitor what you are doing at home, you are on your academic honor not to be using one. If it is discovered that you are using one, it will be considered academic dishonesty and you will be turned in to the Office of Student Services for academic dishonesty.

POLICIES

SCHOLASTIC DISHONESTY

While students may work together on the researching of any assignment, it is expected that each of their writing assignments reflect substantial individual effort. Any student who commits plagiarism or is found to have cheated on a scheduled exam is subject to a zero score for that specific exam which may result in a term grade of "F" for this course. Students should be aware that cases of cheating and/or plagiarism will be forwarded to the appropriate college administrator promptly. The college administration has a range of sanctions that may be imposed including, but not limited to, academic suspension or expulsion from the college.

IT IS EXPECTED THAT YOU ARE ALONE WHEN TAKING ANY CHAPTER EXAMS. YOU MAY NOT SEEK ANYONE'S ASSISTANCE DURING THESE EXAMS. THERE SHOULD NOT BE ANYONE LOOKING OVER YOUR SHOULDER HELPING, PROMPTING, OR CORRECTING YOU. IT IS ALSO ASSUMED THAT YOU ARE TAKING ALL EXAMS WITHOUT THE AID OF A CALCULATOR.

ATTENDANCE

If this were an on-campus class, you would be required to attend class every day. After 4 hours of absence, you could be dropped from this class. As an online class, the same rules need to hold**. If you do not log in to Connect for 10 straight days, you will be considered to be excessively absent and may be dropped. It is your responsibility to keep your enrollment status current. You risk an "F" if you stop attending without officially withdrawing.**

Class attendance is not a measure of performance or proficiency. Whether a student is just physically present in the class is not a valid basis for grading. Reference Title 5 Section 55002 of the California Code of Regulations: (A) Grading Policy. The course provides for measurement of student performance in terms of stated course objectives and culminates in a formal, permanently recorded grade based upon uniform standards in accordance with section 55758 of this Division. The grade is based on demonstrated proficiency in the subject matter and the ability to demonstrate that proficiency, at least in part, by means of written expression that may include essays, or, in courses where the curriculum committee deems them to be appropriate, by problem solving exercises or skills demonstrations by students.

STUDENT ACCESS

Students with special needs are encouraged to meet with instructors to discuss the opportunity for academic accommodation and be referred to disabled student program and services per Administrative Procedure (AP 3440).

If you have a learning disability or physical need that requires special accommodation, please advise me prior to 09-03-13 (the start of the second week of class).

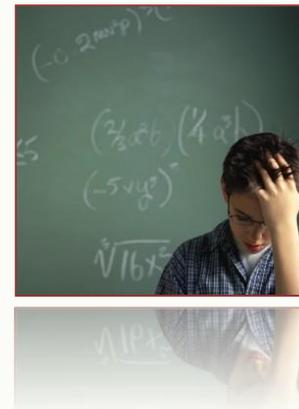# MISCELLANY

ACADEMIC SUPPORT

You are strongly encouraged to get tutoring or go to the Math Success Center, study in groups, and see me for help outside of class. All of these are free! Students that get help outside of class are typically much more successful than those that do not.

Regular Math Success Center hours are:

   Monday-Friday 9:00 AM – 5:00 PM (starting the second week of class)

The Math Lab is located in building 42 (the Academic Commons). Outside of these those hours, please go to the information booth at the east end of the Tech building to sign in for tutoring help.

My office hours are listed at the start of this syllabus. Appointments are also available if you are unable to meet me at those times. Online office hours are also available…

ONLINE OFFICE HOURS

I will hold online office hours Wednesday mornings from 8-9 am on Google+ Hangout. I will be online during that hour each week. Either schedule a call or web chat with me in advance, or send me an email to Stephen.toner@vvc.edu during that hour and I will send you a really quick reply with a link that will take you to a Google+ Hangout where we can converse together. You do not need a webcam, but it is helpful.

STUDENT LEARNING OUTCOMES

   Upon completion of the course the student can:
   1. Graph linear equations and inequalities.
   2. Factor polynomials.
   3. Solve a system of linear equations.
   4. Simplify rational expressions.
   5. Solve first and/or second-degree polynomial equation
   6. Translate words into algebraic expressions and equations.

IMPORTANT NOTES ABOUT TECHNOLOGY

This is an online course, requiring reliable computer access. Please ensure your computer is in good repair at the start of the semester. It is suggested that before any major assignments, the computer be re-booted to clear any memory caches which may cause issues while testing. While documented outages may occur, it is the student's responsibility to meet all deadlines in this course.

At the start of the semester, please go to www.connectmath.com/downloads and install the latest versions of many key plug-ins and movie players. If you ever find your computer running slow, sometimes the cause may be too many versions of Java running in your system. If this is the case, go into your Control Panel, uninstall both Java and Aleks. Then go to the download page mentioned above and re-install Java first, followed by Aleks. This will solve many of the issues that students typically face.

VVC FALL CALENDAR

Fall Term Begins	**Aug. 26**
Labor Day Holiday (college closed)	**Sept. 2**
Last Day to Drop and still receive a "W"	**Oct. 11**
Veteran's Day Holiday (college closed)	**Nov. 11**
Thanksgiving Break (no classes)	**Nov. 21-22**
Fall Semester Ends	**Dec. 14**

OUR CLASS SCHEDULE

Week	Dates	Section	Deadline
0		Early Start...	Connect Math course becomes available on Wednesday, August 21st, 2013
1	08.26 – 08.31	Start Ch. 1	
2	09.01 – 09.07	Finish Ch. 1; Start Ch. 2	All HW and Chapter Test for Ch. 1 must be submitted by 8:00 AM on Monday, Sept. 9
3	09.08 – 09.14	Finish Ch. 2	All HW and Chapter Test for Ch. 2 must be submitted by 8:00 AM on Monday, Sept. 16
4	09.15 – 09.21	Start Ch. 3	
5	09.22 – 09.28	Finish Ch. 3	All HW and Chapter Test for Ch. 3 must be submitted by 8:00 AM on Monday, Sept. 30
6	09.29 – 10.05	Start Ch. 4	
7	10.06 – 10.12	Finish Ch. 4	*October 11th, 2013 is the last day to drop the course and still receive a "W" grade. All HW and Chapter Test for Ch. 4 must be submitted by 8:00 AM on Monday, Oct. 14
8	10.13 – 10.19	ALL Ch. 5	All HW and Chapter Test for Ch. 5 must be submitted by 8:00 AM on Monday, Oct. 21
9	10.20 – 10.26	Start Ch. 6	
10	10.27 – 11.02	Finish Ch. 6	All HW and Chapter Test for Ch. 6 must be submitted by 8:00 AM on Monday, Nov. 4
11	11.03 – 11.09	Start Ch. 7	
12	11.10 – 11.16	More Ch. 7	
13	11.17 – 11.23	Finish Ch. 7; Start Ch. 8	All HW and Chapter Test for Ch. 7 must be submitted by 8:00 AM on Monday, Nov. 25
14	11.24 – 11.30	More Ch. 8	
15	12.01 – 12.07	Finish Ch. 8; Start Ch. 9a	All HW and Chapter Test for Ch. 8 must be submitted by 8:00 AM on Monday, Dec. 9
16	12.08 – 12.13	Finish Ch. 9a	All HW and Chapter Test for Ch. 9a must be submitted by 8:00 AM on FRIDAY, Dec. 13
	Dec. 13, 2012		FINAL EXAM on-campus from either 8:00-10:00 or from 10:00-noon (for those who have not completed it earlier)

FINAL EXAM

A comprehensive final exam will be given the final day of class on Friday, December 13th. If you are finished with the course early, you may schedule a time to take the final exam in one of Professor Toner's on-campus classes at 8 am during the last week of class, December 10 or 12.

Since there will be some in the class who will not stay in the class the full term, sign-up times for final exams will begin the in November, when we have determined how many students are still in the class and will be taking the final exam. An email will be sent to all remaining students at that time to start scheduling specific times for taking the final exam.

Students living _**outside the area (Inland Empire)**_ may set up to have an alternate Final Exam administered by a proctor, underlined approved ahead of time. If this may apply to you, you **MUST** notify Professor Toner _**by the end of the third week of class**_, _**Sept 14, 2012**_. Specific arrangements will be made with those students after October 11th (the "W" drop deadline).