

Odessa College
Intro to Algebra
Spring 2013
01/22/2013 – 05/16/2013

Instructor: Cacy Tischer

ET 127C

335-6378

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Course Number: 0371.2 M-W-F: 9:00 – 9:50

Credit Hours: 3

A developmental course using whole numbers, decimals, fractions, integers, linear equations, problem solving, geometry formulas, real number properties, polynomials, exponents, radicals, equations, and graphs of lines. This course does not satisfy requirements for any degree plan at Odessa College and will not be accepted by any senior colleges. Placement testing is available. Attendance is mandatory for TASP liable students. (SCANS 3, 8, 9)

Course Objectives

After completing this course, the student should be able to demonstrate competency in:

- 1.0 Reading and writing whole numbers and the operations of arithmetic on whole numbers including the order of operations and solving applied problems.
 - 2.0 The basic operations of integers and solving applied problems using integers.
 - 3.0 The basic operations of arithmetic on equations and algebraic expressions and techniques for solving applied problems.
 - 4.0 The basic operations of arithmetic on fractions and techniques for solving applied problems.
 - 5.0 The use of ratios in comparing magnitudes and solving proportions and using ratio and proportions to solve applied problems.
 - 6.0 The basic operations of arithmetic on polynomials including identifying terms and solving applied problems using polynomials.
 - 7.0 The basic operations of arithmetic on decimal numbers and solving applied problems using decimals.
 - 8.0 The basic definitions and formulas of geometry and the use of this knowledge to solve applied problems.
 - 9.0 The interpretation of information from line graphs, bar graphs, pie charts, pictographs, and tables and recognizing graphic representations of data.
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Textbook: *Pre Algebra*; Blair, Tobey, Slater, 4e

MyMath Lab Software: all homework done with this software

Technology:

Students must have a valid e-mail address to register for computer software. The email address that you use to register your software will be the email address to which I will send any information or announcements. Please check this account regularly. It is recommended that you use your Odessa College email address. All work is done through the internet, so you need internet access. If you do not have access to the internet, you may use the computers in the math lab.

Method of Evaluation: Quizzes: 20%
Homework: 25%
Test: 40%
Final Exam: 15% (Final is comprehensive)

Percentage (%)	Grade
90-100	A
80-89.9	B
70-79.9	C
60-69.9	D
Below 60	F

No Make-up on Home work or Test!! Make prior arrangements.

No Late Home work Accepted.

Failure to take Final Exam will result in receiving an F for the class

Course Calendar and Assignments:

As we complete each section the homework assignment will be opened at the end of class. All assignments will be due **before** class on the due date.

1.1	1/23	2/13
1.2-1.3	1/25	2/13
1.4	1/28	2/13
1.5	1/30	2/13
1.6	2/1	2/13
1.7	2/4	2/13
1.8	2/6	2/13
1.9	2/8	2/13
Chapter 1 Review	2/11	
Chapter 1 Test	2/13	
2.1-2.2	2/15	3/1
2.3	2/18	3/1
2.4	2/20	3/1
2.5	2/22	3/1
2.6	2/25	3/1
Chapter 2 Review	2/27	3/1
Chapter 2 Test	3/1	
3.1	3/4	3/22
3.2	3/6	3/22
3.3	3/8	3/22
3.4	3/18	3/22
Chapter 3 Review	3/20	3/22
Chapter 3 Test	3/22	
4.1	3/25	4/12
4.2	3/27	4/12
4.3	4/1	4/12
4.4	4/3	4/12
4.5	4/5	4/12
4.6	4/8	4/12
Chapter 4 Review	4/10	
Chapter 4 Test	4/12	
5.1	4/15	4/29
5.2	4/17	4/29
5.3-5.4	4/19	4/29
5.5	4/22	4/29
5.6-5.7	4/24	4/29
Chapter 5 Review	4/26	4/29
Chapter 5 Test	4/29	
8.1-8.2	5/1	5/10
8.3	5/3	5/10
Review for Final	5/6-5/10	
Final Exam	Wednesday, May 15th, 8-10:30	

NOTES: You can print out the notes for class at <https://sites.google.com/site/prealg0371>
Please bring them to class with you.

Attendance: Your Attendance is the greatest indicator of YOUR success. Student attendance at every class is expected. You should expect that each absence would adversely affect your course grade. This is a developmental course and state law requires class attendance. You are allowed 7 missed class days. On the 8th absent you will be given an **F** for the course.

Tardiness: Tardies are not accepted. When you come in tardy you are disturbing the learning process. Please be on time. Once I have finished start of class business, I will shut the door. Please do not enter the classroom once the door is shut without prior approval. You may stay out in the hall and listen or go down to the lab to work on your assignment. I do not want the class disturbed once I start teaching.

Math Lab: You are required to attend the Math lab for a total of 14 hours in the semester. Do not wait until the last of the semester. You can receive a maximum of 3 hours credit a week. If you do not attend the lab, it will affect your grade and can even result in a failing grade.

Cell Phones: Cell phones and pagers are not allowed in my class. If you must have a cell phone on please turn it to silent. Do not answer in class. You need to wait until I have finished lecturing and then go out in the hall to respond to the call.

Dropping

The last day to drop a course at Odessa College for the spring semester of 2013 is April 16th.

Conduct: All students will be expected to abide by the OC Code of Classroom Etiquette. I have provided a copy for you. If you fail to abide by these rules, you will be asked to leave my classroom or be removed completely from my class.

Cheating: Cheating is not tolerated in my class. Cheating also includes copying answers out of the back of the book. All work must be shown on homework paper that is turned in. Any homework turned in that shows only answers will receive a 0. The 1st time you are caught cheating on a paper, homework, assignment, or test, you will receive a 0 for that assignment. The 2nd time you are caught cheating, you will be removed from my class permanently and receive an F for the course. If you are caught letting someone copy your paper, you will receive the same punishment.

Back-Up Plan

You must have a back-up plan for this course in case your primary computer fails during the semester.

Office Hours: Monday: 8:00-9:00, 12:30-1:30
 Tuesday: 8:00-9:30, 1:00-2:00
 Wednesday: 8:00-9:00, 12:30-1:30
 Thursday: 8:00-9:30, 12:30-1:30
 Friday: 8:00-9:00

SPECIAL NEEDS: Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the office of Disability Services at 335-6861 to request assistance and accommodations.

Learning Resource Center (The Library)

The Library, known as the Learning Resources Center, provides research assistance via the LRC's catalog (print books, videos, e-books) and databases (journal and magazine articles). Research guides covering specific subject areas, tutorials, and the "Ask a Librarian " service provide additional help.

Student Email

Please access your [Odessa College Student E-mail](http://www.odessa.edu/gmail/) by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

Student Portal

Technical Support

For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm.

Important School Policies

For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or student's and instructors' right to academic freedom can be found in the Odessa College Student Handbook.

To help make the learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the learning environment. Students and instructors are welcome to exceed these requirements.

Reasonable Expectations of Engagement for Instructors

1. As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will
 - provided my contact information at the beginning of the syllabus;

- respond to all messages in a timely manner through telephone, e mail, or next classroom contact; and,
 - notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of **emergencies during the time I'm unavailable.**
2. As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will
 - provide clear information about grading policies and assignment requirements in the course syllabus, and
 - communicate any changes to assignments and/or to the course calendar to students as quickly as possible.
 3. As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will
 - return classroom activities and homework within one week of the due date and
 - provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

Reasonable Expectations of Engagement for Students

1. As a student, I understand that I am responsible for keeping up with the course. To help with this, I will
 - attend the course regularly and line up alternative transportation in case my primary means of transportation is unavailable;
 - recognize that the college provides free wi-fi, computer labs, and library resources during regular campus hours to help me with completing my assignments; and,
 - understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my personal computer equipment or internet service is unreliable.
2. As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to,
 - missing class when a major test is planned or a major assignment is due;
 - having trouble submitting assignments;
 - dealing with a traumatic personal event; and,
 - having my work or childcare schedule changed so that my classroom attendance is affected.
3. As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will
 - seek out help from my instructor and/or from tutors;
 - ask **questions if I don't understand; and,**
 - attend class regularly to keep up with assignments and announcements.