

**Odessa College**  
**Intermediate Algebra-Web Based**  
**Summer I 2013**  
**06/10/2013 – 07/11/2013**

**Instructor:** Theresa Evans                      ET 127a                      335-6406

**E-mail:** [tevens@odessa.edu](mailto:tevens@odessa.edu) – this is best way to contact me

**Course Number:** 0375.wb

**Webpage:** <http://www.odessa.edu/dept/math/tevens>

**Credit Hours:** 3

A developmental course that provides a study of real number operations, linear equations and inequalities including systems, function notation, quadratic inequalities, exponents and radicals, polynomial and radical equations, and their graphs. The student will learn to select appropriate mathematical techniques and technologies and use skills in information organizing, processing, planning, and problem solving. Credit is not transferable. This course does not satisfy requirements for any degree plan at Odessa College. Placement testing is available. Attendance is mandatory for TASP/THEA liable students. Lab fee required. (SCANS 3, 8, 9)  
Prerequisite: MATH 0372 passed with a C or better or satisfactory placement score.  
Co-requisite: 14 hours in the Math Academic

Course Objectives

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- 1.0            Performing algebraic operations on rational expressions and equations.
  - 2.0            Performing algebraic operations on functions and graphing functions.
  - 3.0            Solving systems of linear equations and applied problems.
  - 4.0            Solving compound and absolute value inequalities, using basic arithmetic operations with rational expressions and solving applied problems.
  - 5.0            Using basic algebraic operations on radicals and complex numbers, simplifying radicals, and solving applied problems with radicals.
  - 6.0            Solving quadratic equations by the technique of completing the square and using the quadratic formula and solving applied problems involving quadratic equations.
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**Textbook:** *Elementary and Intermediate Algebra*; Bittinger, 5e

**MyMath Lab Software:** all home work done with this software



(Must be taken at OC)

All homework is due by midnight of the last day assigned above. Tests are due by midnight of the second day except the Final exam which must be taken in ET 120 on either day assigned. The lab closes at 8:30 pm so you must have it done by that time.

### **Communication**

Communication plays a vital role in an online student's success. Communication methods for this course include announcements, email, and discussion boards. You are required to participate in the discussion boards. Each student should submit 1 meaningful thread in the discussion boards each week. You will earn credit for meaningful posts to the discussion boards through July 9th. Idle chitchat and non-meaningful posts will not count towards your grade. Any emails I receive will be answered within 2 business days.

### **Exams**

You are allowed two attempts on each of the tests. I strongly suggest that you take your first attempt at least one day prior to the due date to allow time for studying your mistakes and improving your grade, if needed. The final exam is comprehensive and will be proctored. You have to make a score of 50 or above on the final exam to pass the class. If your score is below a 50 you will be given an F grade regardless of what your current course score is. You must present a picture ID before taking the final exam. All students will take the final exam in the Math Lab located in the OC Mathematics Department. The final exam is comprehensive and will be due by 8:30 PM on July 11th. You will not be allowed to bring your cell phone into the final exam area. If you do not take the final exam, you will receive an F for the course.

### **Tutoring**

Tutoring is available through Developmental Studies and in the OC Math Lab. The hours for the math lab are Mon-Thurs 8:30 AM – 8:30 PM.

### **Dropping**

Last day to drop with a "W" for summer I is July 2<sup>nd</sup>. Please contact me to let me know you want to drop so I can make arrangements to be at OC to sign drop slips.

### **Back-Up Plan**

You must have a back-up plan for this course in case your primary computer fails during the semester. Please detail the location of the two computers in your student information sheet.

**Cheating:** Cheating is not tolerated in my class. The 1<sup>st</sup> time you are caught cheating on a paper, homework, assignment, or test, you will receive a 0 for that assignment. The 2<sup>nd</sup> 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.

**Office Hours:** No office hours during summer. Please contact me through e-mail. If you need to meet with me, please let me know so we can set up a time to meet.

**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](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.

As part of the Design for Completion initiative, your Odessa College Student Success Coach and faculty mentor will help you stay focused and on track to complete your educational goals. If an instructor sees that you might need additional help or success coaching, he or she may submit a Retention Alert. Your Student Success Coach or faculty mentor will contact you to work toward a solution.

### Expectations for Engagement – Online Learning

To help make the web-based learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the online 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 within 24 hours if received Monday through Thursday and within 48 hours if received Friday through Sunday; 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
    - post grades for discussion postings within one week of the discussion thread closing.
    - 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
  - line up alternative computer and internet access in case my primary computer crashes or my internet services is unavailable;
  - recognize that the college provides free wi-fi and computer labs during regular campus hours to help me with accessing my course; and,
  - understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my equipment or 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
  - **getting "kicked off" of the system during tests or quizzes;**
  - having trouble submitting assignments; and
  - dealing with a traumatic personal event.
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,**
  - access my course several times during the week to keep up with assignments and announcements.

