

MATH 1314 WB
COLLEGE ALGEBRA-WEB BASED
SUMMER I 2013
06/10/2013-07/11/2013

Instructor: Dr. Jack Bennett

Office: ET 106

Phone: (432) 335-6634

Email: jbennett@odessa.edu - This is the best way to contact me!

Welcome to College Algebra! This syllabus will tell you about the course, including subject matter, homework assignments, exams and your term grade.

It also has a schedule on the last page outlining a suggested pace to follow for this course. As this course is only five weeks long, it is highly recommended that you follow the suggested course pace.

Almost all of your questions about the structure of the course can be answered by reading the syllabus. If anything is unclear, please do not hesitate to contact me. I am happy to help!

Course Description:

In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included.

Learning Outcomes:

Upon successful completion of this course, students will:

1. Demonstrate understanding and knowledge of properties of functions, which include domain and range, operations, compositions, and inverses.
2. Recognize and apply polynomial, rational, radical, exponential, and logarithmic functions and solve related equations.
3. Apply graphing techniques.
4. Evaluate all roots of higher degree polynomial and rational functions.
5. Recognize, solve and apply systems of linear equations using matrices.

Required Materials:

Required Software: MyMathLab

Course ID: bennett95959

Optional Textbook: College Algebra by Blitzer, 5th edition

Technology: Online students must have a valid e-mail address to register for computer software. The e-mail address you use to register your software will be the e-mail address to which I send any information and announcements. Please check this account regularly.

Please be sure to enter your email address correctly. As I will be sending responses to your questions to the email address you register with, it is very important that the email address is entered correctly.

It is recommended that you use your Odessa College e-mail address. Most work is done through the internet, so you will need a computer with internet access. If you do not have access to the internet, you may use the computers in the OC Math Lab.

Homework: All homework for this course will be completed using the MyMathLab software. The homework for this class can be accessed through the Course Compass website at <http://pearsonmylabandmastering.com>. The Course ID for this class is **bennett95959**. There will be an assignment for each section of the book covered. Computer access is available several places on campus including the Math Lab (ET120) and the Learning Resource Center (Which is open 7 days a week).

Communication: Communication is vital in the success of an online student. Communication methods for this course include e-mail, announcements, and discussion boards. Students are required to participate in discussion boards. Each student should submit 15 meaningful discussion threads in the discussion boards. These can either be new discussions or replies to other discussions. You will receive credit for meaningful discussions posted by 8:30pm on July 11th 2013. "Meaningful" implies that the post adds to the learning of the course material. Examples include posting a question about the material, answering another student's question, and posting tips on how to be successful in the course. Idle chit-chat, polite remarks like "thanks", and non-meaningful post will not count towards your grade. Any e-mails I receive will be answered within 2 business days.

Exams: There will be 4 exams for the class. The tentative exam schedule will be as follows:

- Exam 1: Sunday, June 16th: Covers 2.1-2.7
- Exam 2: Sunday, June 23rd: Covers 3.1-3.5
- Exam 3: Sunday, June 30th: Covers 4.1-4.4
- Exam 4: Sunday, July 7th: Covers 5.1, 5.2, 6.1, 6.2, 6.5

These are the suggested completion dates for the exams in order to keep up with the pace of the class. Although the exams will be open until the end of the class, I will review any exam completed by the suggested date above for PARTIAL CREDIT. Any exam completed after the suggested date will not be eligible for partial credit.

Final Exam: The final exam is comprehensive and will be proctored. The final exam must be taken in the Math Lab in the OC Mathematics Department. You must present a photo ID before taking the final exam. The final exam needs to be completed by 8:30pm on July 11th, 2013. The lab closes at 8:30pm on this day, so you should arrive by 5:30pm at the latest to ensure you have enough time to take the final. You will not be allowed to bring your cell phone into the exam area.

If you do not take the final exam, you will receive an F for the course.

You must bring your student I.D. to the final

You must make at least a 50% or higher on the final exam to pass this course, regardless of your overall course percentage.

Course Grades: Each part of the class is weighted as follows:

Homework:	Discussion Board	Chapter Exams:	Final Exam:
15%	5%	50%	30%

Please note that I will be checking your progress regularly. This includes time spent on each section, the homework you have completed, and exam status.

I will assign a grade based on the following schedule:

<u>Average</u>	<u>Grade</u>
90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

Tutoring: There are tutoring services available through the **Math Lab in ET 120**, and through the Student Service Center (SSC) in the Learning Resource Center.

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 432-335-6861 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](#), 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.**

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 students' and instructors' right to academic freedom can be found in the Odessa College Student Handbook.

Student Success

The Odessa College Student Success Coaches 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 or a Starfish Alert. A Student Success Coach 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.

SUGGESTED PACE FOR THE COURSE

6/10: 2.1	6/11: 2.2	6/12: 2.5	6/13: 2.6	6/14: 2.7	6/16: Chapter 2 Test
6/17: 3.1	6/18: 3.2	6/19: 3.3	6/20: 3.4	6/21: 3.5	6/23: Chapter 3 Test
6/24: 4.1	6/25: 4.2	6/26: 4.3	6/27: 4.4	6/28: 4.4	6/30: Chapter 4 Test
7/1: 5.1	7/2: 5.2	7/3: 6.1	7/4: 6.2	7/5: 6.5	7/7: Chapter 5/6 Test
7/8: Prepare for and take the final this week by July 11 th in the OC Math Lab	7/9:	7/10:	7/11: Must have finished proctored final by this time in the OC Math Lab. The Math Lab closes on this day, at 8:30pm. You will need 2 hours and 30 minutes, so please arrive by 5:30pm if you are taking it this day.		

