Southeastern TECHNICAL COLLEGE

Semester: 201614 Spring
Course Title: College Algebra
Course Number: MATH 1111
Credit Hours/ Minutes: 3 / 2250
Class Location: GVTC/Blackboard
Class Meets: Via Internet / 15 wks or sooner
CRN: 40140

Instructor: Sonya Wilson
Office: 8:00-11:00, 1:30-2:30, TR
Office Location: Office 6218, Building 6, Swainsboro
Email Address: swilson@southeasterntech.edu
Phone: 478.289.2298
Fax Number: 478.289.2224
Tutoring Hours: 1:30-2:30 T, or by Appointment

REQUIRED TEXT: Blitzer, Robert R. (2014). College Algebra (6th edition). Boston: Pearson Education, Inc. This textbook package includes the required text, the MATHXL Access Code, and the Student Solutions Manual.

A Mathxl Access Code is required. The Mathxl Access Code is packaged with the text from the bookstore, or it can be purchased separately from the bookstore, or it can be purchased online at www.mathxl.com. Directions to register for Mathxl, including a Mathxl Course ID #, are included in your Blackboard Course under the **Math Work / MathXL Section** on the course menu. Students who have a non-expired Mathxl Account, may skip registration, login as usual, and use the new Course ID # to enroll in the new course.

REQUIRED SUPPLIES & SOFTWARE: Supplies: 3-ring binder notebook, computer access, loose-leaf paper, pencils, notebook, highlighter, and graphing calculator (TI-83 or 84 preferred).. Required Software: Mathxl Access Code. Additional Requirements: Daily, MTWR, access to a reliable internet connection for use with Blackboard, Mathxl, mySTC, and college email.

Note: Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor GVTC provide technical support for issues relating to the use of a smart phone or tablet so students are advised **to not rely** on these devices to take an online course.

CALCULATOR USAGE: The use of cell phones or other internet capable devices are not allowed for calculator usage. Students are expected to bring a calculator appropriate for the course content each day of class and for use in the online course. If calculator usage is not allowed for some topics, students are required to adhere to those expectations.

COURSE DESCRIPTION: This course emphasizes techniques of problem solving using algebraic concepts. Topics include: fundamental concepts of algebra; equations and inequalities; functions and graphs*;* systems of equations; and optional topics including sequences, series, and probability; and analytic geometry.

MAJOR COURSE COMPETENCIES: Topics include: fundamental concepts of algebra; equations and inequalities; functions and graphs*;* systems of equations; optional topics including sequences, series, and probability; and analytic geometry.

PREREQUISITE(S): Appropriate Degree Level Math Placement Test Score

COURSE OUTLINE:
1. Fundamental Concepts of Algebra
2. Equations and Inequalities
3. Functions and Graphs
4. Systems of Equations
5. Optional Topics including Sequences, Series, Probability, and Analytical Geometry

GENERAL EDUCATION CORE COMPETENCIES: STC has identified the following general education core competencies that graduates will attain:
1. The ability to utilize standard written English.

2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS (Online): Students are expected to complete all work required by the instructor and to attend the required proctored campus event. Students must register/enroll in Mathxl during the first days of class and use the Mathxl Software to successfully complete the course. Students will be No Showed who do not register for Mathxl by the end of the 3rd day of class. Quizzes, tests, and homework grades may be given at any time without prior notice, when needed, but most will be scheduled as part of the class. (The Course Calendar for this course can be found in Blackboard.) Specific due dates will be given to online students for tests, homework, quizzes, etc. Failure to adhere to due dates will result in a grade of zero. Students are expected to prove weekly academic engagement by meeting assignment deadlines each week and spending a minimum of 37.5 hours during the semester doing the required homework, quizzes, and tests. Students are expected to communicate frequently through Blackboard Course Messages located in the menu of our Blackboard course and through the required online class discussion boards. Students are expected to show high-quality, detailed work and/or explanations when completing additional handwritten assignments or online assignments.

Students will have at least one week to complete tests and assignments. All tests and assignments are due by midnight on Wednesday of each week and are scheduled on the course calendar for online math. Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

ONLINE ATTENDANCE: It is the student's responsibility to be academically engaged each week doing course related activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an F in a course. Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

WITHDRAWAL PROCEDURE: Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be accessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

PROCTORED EVENT REQUIREMENT: In order to validate student identity for all online courses, students enrolled in online courses are **required** to complete one proctored event per online course. The proctored event will be administered on two separate days during the semester—once on the Vidalia campus and once on the Swainsboro campus and will be monitored by the instructor or another STC employee. The proctored event may be a major exam, assignment, or presentation, etc. that will count a minimum of 20% of the course grade. Students must attend one of the scheduled proctored sessions and will need to make arrangements with work, childcare, etc. The specific dates of the proctored event are scheduled on the Lesson Plan/Calendar for the online course. Students living further than 75 miles from either campus who cannot come to Southeastern Tech for the event must secure an approved proctoring site. The site and the proctor must meet Southeastern Technical College's requirements (instructor will provide more information and necessary forms if this is the case). Note: Students taking proctored events off campus will utilize the Proctor Scheduling and Approval Form found in Blackboard within the Getting Started/Start Here and Proctoring Event area. The completed form should be submitted to the course instructor a minimum of two weeks prior to the proctored event. If approved, the instructor will notify the proctor.

Students arranging off-campus proctoring must take the event on one of the originally scheduled days. Students who do not complete the proctored event as scheduled must submit a valid documented excuse within three business days after the scheduled event. If the excuse is approved, students must make arrangements with the instructor to makeup/reschedule the missed event. The penalty and makeup instructions will be at the instructor's discretion. Proctored events will be given after the 65% point of the semester. **Students who do not complete the proctored event will receive an F in the course.**

As published on STC's website, any expenses incurred to obtain a proctor will be the responsibility of the student; however, students are not charged a proctoring fee when taking the proctored exam on the campus of Southeastern Tech. Most of Georgia's technical colleges do not charge to proctor exams for students enrolled in other TCSG colleges. Students who are enrolled at Southeastern Technical College and live out of the state of Georgia or out of the country could incur a proctoring charge. However, in that instance, the instructor would assist the student in locating the least expensive proctor.

Students who are allowed to take the proctored exam late due to an excused absence, giving them more study time, will receive a grade deduction with the highest grade allowed being an 80. If the student has a valid documented excuse for a late makeup on the proctored exam, the makeup must be completed at a time convenient to the instructor within 1 week of the original scheduled date. The required proctored event for this class is a Proctored Cumulative Exam scheduled on the Vidalia Campus in Room 323 of the Main Building on Tuesday, April 5 from 3:00-5:00 p.m. or on the Swainsboro Campus in Room 6218 Building 6 on Wednesday, April 6, from 3:00-5:00 p.m. In addition, the instructor may take up a handwritten homework assignment on this date. The instructor will notify students in advance of the specific material that will be graded or tested for the proctored event.

ACADEMIC ENGAGEMENT REWARD (Online Math – Sonya Wilson): Students who are academically engaged **each week** will receive a reward to replace a low test grade in the 25% category of the grading policy. Major due dates will take place each Wednesday midnight (11:59 p.m.). Therefore, each *work week* will start on Thursday and end on Wednesday. To be eligible for this reward, students must do both of the following:

- Students must make a 70+ on at least one required weekly mathxl homework assignment, quiz, or test by each Wednesday midnight as scheduled on the course calendar. Students who are working ahead of schedule still must submit early assignments each week in order to meet academic engagement expectations. **All** assignments should be completed to ensure a student passes the course.; **and**,
- Students must spend a total of 37.5 or more hours on the required/assigned mathxl homework, mathxl quizzes, and mathxl tests this semester. Mathxl totals these hours for the instructor. This does not include the extra time students may have to spend watching videos, working in the study plan, working on Discussion Boards, etc.

Students who meet the academic engagement expectation will be allowed to replace their lowest, 25% category, competency test grade with their final exam grade. The replaced grade will be a competency exam (chapter test grade) and will not include such items as a mid-semester exam, final exam, or a proctored online exam. If the final exam grade is lower than the lowest competency test grade, then the final exam will not be used as a replacement grade and the lowest competency test grade will be left in place. Students who receive their lowest test score due to cheating are not eligible for the academic engagement reward. **This is a great reward to work for! It can have a very positive effect on most averages. All it takes is a steady weekly commitment to do all assignments.**

SPECIFIC ABSENCES: Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

SPECIAL NEEDS: Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Jan Brantley, Room 1208 Swainsboro Campus, 478-289-2274, or Helen Thomas, Room 108 Vidalia Campus, 912-538-3126, to coordinate reasonable accommodations.

PREGNANCY
Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with the Special Needs Office. Swainsboro Campus: Jan Brantley, Room 1208, (478) 289-2274 -- Vidalia Campus: Helen Thomas, Room 108, (912) 538-3126.

MAKEUP GUIDELINES:

15% Homework: No makeups are allowed on mathxl homework assignments because each mathxl homework problem offers infinitely many chances and tutorials to get each problem correct up until the due date. *If handwritten homework is assigned*, a 24-hour late timeframe is allowed with the highest late-grade allowed being an 80. Handwritten homework can be postmarked and mailed through the post-office, can be sent on or before the due date through Vidalia campus mail for free by seeing the office staff in the main building or the library staff, or can be brought directly to me or my office mailbox in room 6218 by the due date. Discussion forums also count as homework grades. No makeups are allowed on discussion forums.

10% Quizzes: No makeups are allowed on quizzes. Mathxl quizzes allow infinitely many chances to make a good grade up until the due date. Please note that you can earn two additional quiz 100's by completing work in the Study Plan in Mathxl and/or the Lecture Videos located above each chapter of homework. The Study Plan is an online tutorial that you can do as needed, but it is not required. You will earn a 100 when you complete 5 hours in the Study Plan or Lecture Videos. If you complete another 5 hours, making a total of 10 hours, you will earn another 100. (Some students accidentally leave the videos on and acquire an unreasonable number. *Those times will not be used.* For example, 50 hours for one video is unreasonable when most videos are 10 minutes or less.)

25% Chapter Tests: No makeup tests are allowed, but a Student Engagement Reward can be earned to help with one low test grade. See the Student Engagement Reward Section. In addition, a Proctored Exam Reward is offered to help with another low test grade in this category.

30% Proctored Exam: No makeup is allowed unless a valid documented excuse has been provided. The student will still have to attend a proctored session in Swainsboro within one-week of the missed exam if arrangements have been made. It is not a good idea to miss this exam. *Please see the Proctoring section of the syllabus for more details.* The grade on this exam will also be used as a 25% Chapter Test category reward.

20% Final Exam: No makeup is allowed.

ACADEMIC DISHONESTY POLICY: The STC Academic Dishonesty Policy states *All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline.* The policy can also be found in the *STC Catalog and Student Handbook.*

PROCEDURE FOR ACADEMIC MISCONDUCT:
The procedure for dealing with academic misconduct and dishonesty is as follows:

--First Offense--
Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

--Second Offense--
Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

--Third Offense--
Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION: Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

GRIEVANCE PROCEDURES: Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY: Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the STC website at www.southeasterntech.edu.

GRADING POLICY	GRADING SCALE	TCSG GUARANTEE/WARRANTY STATEMENT: *The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*
15% Homework	A: 90-100	
10% Quizzes	B: 80-89	
25% Tests	C: 70-79	
30% Proctored Cumulative Exam	D: 60-69	
20% Final Exam	F: 0-59	

Additional Grading Information:

15% Category: Your Mathxl homework <u>average</u> will count twice as a grade in the homework section of the online Blackboard Gradebook. Other homework grades will consist of the 5 Discussion Boards, the Course Introduction Discussion Board, any handwritten textbook homework that is required, and any other homework assignments that are given. The discussion boards are graded according to the rubric attached to the syllabus. For example, if you have a mathxl homework average of 100, and other required homework grades of 78, 85, 90, 60, and 88, your instructor will calculate your homework average using 100, 100, 78, 85, 90, 60, and 88 in Blackboard. Thus, Discussion Board Grades can have a great effect on your overall average if you turn in poor writing or do not do them.

10% Quizzes Addendum: Your Quiz <u>average</u> will be updated and displayed in Blackboard after major due dates. Individual quiz grades will be recorded in mathxl. The individual quiz grades will consist of quizzes given in the mathxl program as well as several off-line quizzes that may be required by your instructor. An off-line quiz is a traditional handwritten quiz or a quiz that is done outside of mathxl. The additional off-line quizzes will be recorded in mathxl so they can be included in the overall quiz average that will be transferred to the Blackboard Gradebook. Your instructor will notify you by Blackboard Course Messages on the math course menu when additional quiz requirements are added that are not already indicated on the syllabus or calendar. (The Study Plan Reward/Lecture Video Reward also counts here counts here.)

Note about Mathxl: Mathxl is a valuable tool that can greatly enhance your learning of the material. In addition, Mathxl will increase your ability to work in the online environment which is in high demand in today's workforce. Please take full advantage of the Study Plan Tool in Mathxl.

Note about not giving up: A few bad grades are never a good reason to give-up. Giving up results in an F whereas trying usually results in an A, B, C, or D --- all of which are better than an F. Most students are able to turn things around after a few bad grades if they just try. Always take time to discuss things with your instructor. We have to learn to overcome bad circumstances and not run away from them. It is usually easier to turn things around than you think.

How many hours per week should I expect this course to take me? (15 week semester) Students should expect the course to take a minimum of 2 or 2.5 times the contact hours to complete the lecture material, homework, quizzes, tests, and study time. For this class, 2.5 hours class time per week X 2.5 = a minimum of 6.25 hours per week. (Experts say that a 3 semester hour class should take around 6-10 additional hours per week for the semester.) Therefore, students should work several days per week to learn and complete the material. **For a 9-10 week semester**, students should expect the course to take a minimum of 4.167 hours class time per week X 2.5 = a minimum of 10.4 hours per week.

Are you feeling overwhelmed as you read all your course expectations for each class? That is a natural reaction at the beginning of the semester. Just listen to and communicate with your instructors and classmates. Take time to become organized in each class, and it will all come together soon. Your instructors want you to be successful.

Can I finish this course early? Yes. All Mathxl assignments are open on Day 1 of the semester. Students can work as fast as they want to finish the course requirements early. These students will still need to take the campus proctored exam and will need to prove academic engagement by continuing to work ahead and complete assignments by the end of each Work Week scheduled.

MATH 1111 HOMEWORK GUIDE AND LESSON PLAN – Subject to changes and updates
College Algebra, 6th Edition

- This course is designed so students can complete all assignments earlier than the deadlines. Please work as fast as you want and finish the course as early as you want. We can make arrangements for the proctored exam if you are in this situation.
- Students are responsible for following the **course calendar**. A link to the calendar is provided below and in the course under the Calendar menu item in Blackboard.

HOURS/MINUTES Minimum 2250m = 37.5h	CHAPTER	OBJECTIVES	ASSIGNMENTS (See the Course Calendar link below for the specific due dates.)	COMP.
Day 1	**Start Here!**	First Day of Class **Click Here for the Course Calendar!**	**Complete the Following:** -Login to Blackboard by first going to mySTC on our website -Read Announcement -Click all Menu Items and Explore the Course and follow the expectations -Print & Review Important Documents -Review the Proctored Event Requirement -Print & Use the Course Calendar! -Complete the Getting Started Expectations & No Show Expectations found in the **Start Here** section of our course in Blackboard -Complete Course Pledge Requirements & E-signature -Complete the Student Introduction Discussion Board found in the Start Here section -Find the Location of the Discussion Boards 1-5. -Contact the instructor from Blackboard using the Course Messages menu item located inside our online course for one of the No Show Requirements -Register for Mathxl with the Mathxl Access Code you purchased and the Course ID# provided in Blackboard under the Mathxl menu item -Start the Chapter P Mathxl Homework by Day 3 -Keep Handwritten Calculations for Homework, Quizzes, & Tests in a Notebook for each chapter.	
~7 HOURS minimum expected for Chapter P Please print the course calendar located in your Blackboard Course to ensure you meet the specific deadlines for each Work Week.	Chapter P Fundamental Concepts of Algebra	P.1: Algebraic Expressions, Mathematical Models, and Real Numbers P.2: Exponents and Scientific Notation P.3 Radicals and Rational Exponents P.4: Polynomials P.5: Factoring Polynomials P.6: Rational Expressions	-Use the following as a guide at first. The course calendar is really all you need to stay on track after Chapter P. -Read Textbook Chapter P -Check Blackboard Course Messages, Mathxl Email, and College Email Daily -Watch & Take Notes on the Chapter P Lecture Videos found above homework assignments in Mathxl -Complete ChP Mathxl Homework by due date -Complete ChP Mathxl Quiz(zes) -Complete ChP Mathxl Test -Complete the Weekly Work Week Summary by typing it in the Course Messages section on the menu bar in our course. -Meet Weekly Deadlines by each Wednesday midnight to prove Academic Engagement **-Use your course calendar for the specific due dates of chapter P.** **-Complete the Student Introduction Discussion Board: See Calendar** **-Complete the Blackboard Discussion Board #1: See Calendar** **-Complete All ChP Mathxl Assignments: See Calendar weekly due dates**	1,2 *a,b,c
~7.5 HOURS	1 Equations and Inequalities	1.1: Graphs and Graphing Utilities 1.2: Linear Equations and Rational Equations 1.3: Models and Applications	-Read Textbook Chapter 1 -Check Blackboard Course Messages, Mathxl Email, and College Email Daily -Watch & Take Notes on the Chapter 1 Lecture Videos found above homework assignments in	2,3 *a,b,c

			Mathxl -Complete Ch1 Mathxl Homework by due date -Complete Ch1 Mathxl Quiz(zes) -Complete Ch1 Mathxl Test - -Complete the Weekly Work Week Summary by typing it in the Course Messages section on the menu bar in our course. -Meet Weekly Deadlines by each Wednesday midnight to prove Academic Engagement **-Complete Blackboard Discussion Board #2: See Calendar** **-Complete All Ch1 Mathxl Assignments: See Calendar for weekly due dates**	
~7.5 HOURS	2 Functions and Graphs	2.1: Basics of Functions and their Graphs 2.2: More on Functions and their Graphs 2.3: Linear Functions and Slope 2.4: More on Slope 2.5: Transformation of Functions 2.6: Combinations of Functions; Composite Functions 2.7: Inverse Functions 2.8: Distance and Midpoint Formulas; Circles	-Read Textbook Chapter 2 -Check Blackboard Course Messages, Mathxl Email, and College Email Daily -Watch & Take Notes on the Chapter 2 Lecture Videos found above homework assignments in Mathxl -Complete Ch2 Mathxl Homework -Complete Ch2 Mathxl Quiz(zes) -Complete Ch2 Mathxl Test -Complete the Weekly Work Week Summary by typing it in the Course Messages section on the menu bar in our course. -Meet Weekly Deadlines by each Wednesday midnight to prove Academic Engagement **-Complete Blackboard Discussion Board #3: See Calendar** **-Complete Blackboard Discussion Board #4: See Calendar** **-Complete All Ch2 Mathxl Assignments: See Calendar for weekly due dates**	1, 3 *a,b,c
	**Online Class: See Course Syllabus and Calendar concerning the Proctored Event for this class.**			
~5 HOURS	3 Polynomial and Rational Functions	3.1 Quadratic Functions 3.2: Polynomial Functions and Their Graphs 3.3: Dividing Polynomials: Remainder and Factor Theorems 3.6: Polynomial and Rational Inequalities 3.7: Modeling Using Variation	-Read Textbook Chapter 3 -Check Blackboard Course Messages, Mathxl Email, and College Email Daily -Watch & Take Notes on the Chapter 3 Lecture Videos found above homework assignments in Mathxl -Complete Ch3 Mathxl Homework -Complete Ch3 Mathxl Quiz(zes) -Chapter 3 tested on the Final Exam -Complete the Weekly Work Week Summary by typing it in the Course Messages section on the menu bar in our course. -Meet Weekly Deadlines by each Wednesday midnight to prove Academic Engagement **-Complete Blackboard Discussion Board #4: See Calendar** **-Complete All Ch3 Mathxl Assignments: See Calendar for weekly due dates**	3 *a,b,c
**Proctored Exam Required: Worksheet Due at 3:00 p.m.** Opportunity 1: Vidalia, Tuesday, April 5, 3:00 p.m. located in Vidalia, in the Main Building, Room 323 or the room across the hall Opportunity 2: Wednesday, April 6, 3:00 p.m. located in Swainsboro, in Building 6, Room 6218			
~5 HOURS	4 Exponential and Logarithmic Functions	4.1: Exponential Functions 4.2: Logarithmic Functions 4.3: Properties of Logarithms 4.4: Exponential and Logarithmic Equations 4.5: Exponential Growth and Decay: Modeling Data	-Read Textbook Chapter 4 -Check Blackboard Course Messages, Mathxl Email, and College Email Daily -Watch & Take Notes on the Chapter 4 Lecture Videos found above homework assignments in Mathxl -Complete Ch4 Mathxl Homework -Complete Ch4 Mathxl Quiz(zes) -Complete Ch4 Mathxl Test -Complete the Weekly Work Week Summary by typing it in the Course Messages section on the menu bar in our course. -Meet Weekly Deadlines by each Wednesday midnight to prove Academic Engagement	1,3,5 *a,b,c

Top of page (continued from previous):
1.4: Complex Numbers (opt)
1.5: Quadratic Equations
1.6: Other Types of Equations (opt)
1.7: Linear Inequalities and Absolute Value Inequalities (opt)

			-Complete Blackboard Discussion Board #5: See Calendar **-Complete All Ch4 Mathxl Assignments: See Calendar for weekly due dates**	
~2.5 HOURS	5 Systems of Equations and Inequalities	5.1: Systems of Linear Equations in Two Variables 5.2: Systems of Linear Equations in Three Variables 5.4: Systems of Nonlinear Equations in Two Variables 5.5: Systems of Inequalities	-Read Textbook Chapter 5 - Check Blackboard Course Messages Daily and Mathxl Email -Watch & Take Notes on the Chapter 5 Lecture Videos found above homework assignments in Mathxl -Complete Ch5 Mathxl Homework -Complete Ch5 Mathxl Quiz(zes) -Complete the Weekly Work Week Summary by typing it in the Course Messages section on the menu bar in our course. -Meet Weekly Deadlines by each Wednesday midnight to prove Academic Engagement **-Complete All Ch 5&6 Mathxl Assignments: See Calendar for weekly due dates**	2,4 *a,b,c
~1.5 HOURS	6 Matrices and Determinants	6.3: Matrix Operations and Their Applications 6.5: Determinants and Cramer's Rule	-Read Textbook Chapter 6 -Check Blackboard Course Messages, Mathxl Email, and College Email Daily -Watch & Take Notes on the Chapter 6 Lecture Videos found above homework assignments in Mathxl -Complete Ch6 Mathxl Homework -Complete Ch6 Mathxl Quiz(zes) -Complete Ch5&6 Mathxl Test -Complete the Weekly Work Week Summary by typing it in the Course Messages section on the menu bar in our course. -Meet Weekly Deadlines by each Wednesday midnight to prove Academic Engagement **-Complete All Ch 5&6 Mathxl Assignments: See Calendar**	4,5 *b,c
Optional	7&8 Conic Sections, Sequences, Induction & Probability	7.1-7.3: Conic Sections 8.1: Sequences	Optional Material: The instructor will inform students through Course Messages if this material will be assigned.	5 b,c
~1.5 HOURS	**Final Exam**	**See Course Calendar**	**Final Exam Due: See Calendar**	
Total Instructional Hours – 37.5	The Instructor will apply the following rewards to those who achieved them. Information about the rewards is located throughout the syllabus, calendar, and course. *Proctored Exam Reward Redeemed if Eligible (25% Test Category) – Great Reward! *Academic Engagement Reward Redeemed if Eligible (25% Test Category) – Great Reward! *Study Plan/Lecture Video Reward Finalized if Eligible (10% Quiz Category) *Weekly Work Week Summary Reward Finalized if Eligible (15% Homework Category – lowest homework grade replaced by a 100.) *Upcoming Graduates should contact their advisors about the Graduation Testing that may be required.			

COURSE OUTLINE:
1. Fundamental Concepts of Algebra
2. Equations and Inequalities
3. Functions and Graphs
4. Systems of Equations
5. Optional Topics including Sequences, Series, Proba[...] Geometry

**General Core Educational Competencies

a) The ability to utilize standard written English.(i.e. Explanations of answers, Writing Problems) (Online: Weekly Blackboard Work Week Summaries and Discussion Boards.)

b) The ability to solve practical mathematical problems. (i.e. MathXL Assignments)

c) The ability to read, analyze, and interpret information. (i.e. Blackboard Course, MathXL Assignments, Application Problems)

Disclaimer Statements

****Instructor reserves the right to change the syllabus and/or lesson plan as necessary.****

The official copy of the syllabus is located inside the student's online course shell or will be given to them during face to face class time the first day of the semester. The syllabus displayed in advance of the semester in a location other than the course you are enrolled in is for planning purposes only.

Discussion Board Rubric – 1 page

There are 5 Discussion Boards and a Student Introduction Discussion Board. Due dates are scheduled for each of the 5 discussions and a 0 is given for any discussion not completed by the due date.

Please Click Here to View the Discussion Board Rubric.

TUTORING OPTIONS – You Have So Many Options!!

1. **Mathxl Provides a Study Plan Button which will allow you to work examples from each section of your book. It will provide hints and explanations. A few of my students have used this and have bragged about it. You must register for mathxl using your <u>mathxl access code</u> and <u>my course id code</u> before you can use this option. If your instructor does not use Mathxl, you can just use www.interactmath.com which looks the same as mathxl.**

2. **We have tutoring hours through an online program called SmartThinking. This connects you with a real online tutoring. We will have to get you a username and password through the General Education Dean of Instruction, Ms. Cheryl West.**

3. **Your textbook provides a tutorial website for your specific book at www.interactmath.com. The problems will look almost exactly like the Mathxl Study Plan problems. If your instructor requires mathxl, you should use the Study Plan instead.**

4. **STC provides tutoring. The tutors are usually campus instructors who have designated specific times they are available for tutoring. Math tutoring is available on the Swainsboro and Vidalia Campus. See Sonya Wilson for the Swainsboro Campus.**

5. **You may know a math tutor. As long as you are just getting help with homework and a basic learning of the material, it is fine to use your own tutor. It is not appropriate to use a tutor on things like quizzes and tests. Your complete honesty is expected. Academic Dishonesty is a serious offense. You do not want to be associated with cheating in any way. Your career could be at stake if you give in to the temptation.**

6. **We often have volunteer tutors within our classes. This option varies on the availability of the volunteer tutors.**

7. **Use the resources available on the Southeastern Technical College website, www.southeasterntech.edu, or click the Tutorials Tab in Blackboard. In addition, use any resources that come with your textbook. You can also go to the library tab on our website to find more resources.**

8. **Use the resources available in Angel to help you learn the material. Your Angel course gives you access to power points and videos. You can find them in our Angel Course by going to the Course Work Tab. The Khan Academy Videos, available to you in Angel, provide an instructor who teaches many of the concepts we are learning. This is a great resource! Using these resources will help you become an "active learner" rather than a "passive learner" because you are taking charge of your learning by using additional resources. (Note: Please use the web browser Mozilla Firefox instead of Internet Explorer when trying to access the Khan Academy Videos.)**

9. **Swainsboro Students can see Ms. Jan Brantley to inquire about tutoring. Vidalia students can contact someone in the Student Success Center on the Vidalia campus.**

10. **Another way to gain access to tutorial help is to form a study group with some of your classmates. The college can assist by reserving a study room for your group. Please see Ms. Jan Brantley in Swainsboro if you would like to reserve a room for your study group, or see someone in the Student Success Center in Vidalia.**