

# SPC St. Petersburg College

## COURSE SYLLABUS

INTERMEDIATE ALGEBRA

MAT 1033

Online Instruction

Fall 2016

Syllabus Addendum: [www.spcollege.edu/addendum](http://www.spcollege.edu/addendum)

### INSTRUCTOR:

Name: Jennifer MacQuarrie

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Instructor Web Page:

<http://webapps.spcollege.edu/instructors/id/macquarrie.jennifer>

### ACADEMIC DEPARTMENT:

Dean: Mr. Jimmy Chang

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Phone Number: (727)341-4305

Email Address: [chang.jimmy@spcollege.edu](mailto:chang.jimmy@spcollege.edu)

Academic Chair: Lisa Borzewski

Office Number: Seminole UP337F 727-394-6170

ECampus Web Page Link: <http://mycoursesupport.spcollege.edu/ecampus>

### COURSE INFORMATION:

Course Description: Major topics include: factoring, algebraic fractions, radicals and rational exponents, complex numbers, quadratic equations, rational equations, linear equations and inequalities in two variables and their graphs, systems of linear equations and inequalities, introduction to functions, and applications. 47 contact hours.

[http://curricunet.com/stpetersburg/reports/course\\_outline\\_pdf.cfm?courses\\_id=7723](http://curricunet.com/stpetersburg/reports/course_outline_pdf.cfm?courses_id=7723)

Course Objectives:

1. The student will demonstrate comprehension of the concepts and applications of equations in one and two variables by:
  - a. identifying the slope and y-intercept of a line graphically and algebraically
  - b. writing the equation of a line given two points or one point and the slope
  - c. solving systems of linear equations in two variables graphically and algebraically

- d. solving systems of linear inequalities in two variables by graphing
  - e. translating applied problems from their verbal descriptions into linear equations and solving the problem
  - f. solving literal equations
2. The student will demonstrate comprehension of the concepts and applications of nonlinear equations by:
- a. solving quadratic equations by factoring
  - b. solving quadratic equations using the quadratic formula
  - c. solving quadratic equations that result in complex number solutions
  - d. solving real world problems which require the use of quadratic equations
  - e. simplifying and performing arithmetic operations with radical expressions.
  - f. multiplying and dividing exponential expressions with rational exponents.
  - g. solving radical equations involving one radical expression (square root).
3. The student will utilize the algorithmic processes of factoring by:
- a. factoring polynomials including the sum and difference of cubes.
  - b. factoring using the greatest common factor
  - c. factoring by grouping
4. The student will demonstrate comprehension of the concepts of rational expressions by:
- a. performing arithmetic operations on algebraic fractions including monomial, binomial, and trinomial denominators
  - b. simplifying rational expressions
  - c. solving rational equations
5. The student will utilize the basic concepts of functions by:
- a. using functional notation to evaluate a function
  - b. graphing a linear function
  - c. applying the vertical line test
  - d. identifying the domain and range of a function

**Prerequisites:** Appropriate scores on the SPC mathematics placement test or completion of required developmental education coursework. Students will also need to have a basic knowledge of computer and Internet skills in order to be successful in an online course. This would include the student's ability to use online communication

tools, such as email (create, send, receive, reply, print, send/receive attachments) and post to discussion boards (read, search, post, reply, follow threads). Students will also need to be able to use a calculator, register to use a software product (i.e. MyMathLab, ALEKS, etc.), secure a proctor for assessments, and learn how to properly use all the tools associated with the software product.

Students are permitted to work ahead. However, it may not be possible to take proctor assessments prior to the date listed in the course schedule.

Students are expected to check their SPC and course email on a daily basis. Students are also expected to respond to all instructor emails, post to the discussion board and interact with other students by responding to discussion postings.

Students are required to have access to a computer, high speed internet access, a license to use the software, and a calculator.

### **REQUIRED TEXTBOOK & OTHER RESOURCE INFORMATION:**

Custom MyMathLab for Online MAT 1033 Tobey/Slater 4e for SPC

**ISBN:** 9781323176672

**Note:** Students MUST purchase the access code with the ISBN listed above. Other access codes will NOT work. You can purchase the access code at the SPC bookstore or online. Our class homepage has a MML link and you can purchase your code and get started from there. The hardcopy textbook is optional because the access code already comes with the ebook version of the hardcopy text. The hardcopy is expensive, only purchase it if you want to.

**Calculator:** TI-30 or TI-84 plus is strongly recommended

**Bookstore:** [www.spcollege.edu/textbooks](http://www.spcollege.edu/textbooks)

**Library:** <http://www.spcollege.edu/central/libonline/>

**Online Course FAQs:** <http://mycoursesupport.spcollege.edu/frequently-asked-questions-about-online-courses>

### **IMPORTANT DATES:**

Please see the academic calendar for important course dates.

**<http://www.spcollege.edu/calendar/>**

Financial Aid: **<http://www.spcollege.edu/pages/dynamic.aspx?id=800>**

## LEARNER SUPPORT

**Accessibility:** [www.spcollege.edu/dr](http://www.spcollege.edu/dr)

**Academic Support Services:** [www.spcollege.edu/support](http://www.spcollege.edu/support)

**On-Campus Support:** [www.spcollege.edu/tutoring/#tab=2](http://www.spcollege.edu/tutoring/#tab=2)

**Online Support:** [www.spcollege.edu/tutoring/#tab=3](http://www.spcollege.edu/tutoring/#tab=3)

**Student Services and Resources:** [www.spcollege.edu/services](http://www.spcollege.edu/services)

**Free Tutoring:** <http://mycoursesupport.spcollege.edu/learning-centers>

## STUDENT SURVEY OF INSTRUCTION:

The student survey of instruction is administered in courses each semester. It is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement.

## ATTENDANCE:

The college-wide attendance policy is included in the Syllabus Addendum (<http://www.spcollege.edu/central/asa/addendum.htm>). The policy notes that each instructor is to exercise professional judgment and define “active participation” in class (and therefore “attendance”), and publish that definition in each syllabus. For this class, active participation is defined as a student having completed Modules 1-4 Homework AND Quizzes and having completed the proctored Midterm Exam by the due date. Professors will also verify that students are in attendance at least once each week during the first two weeks of class. In order to be marked present for week 1, students **MUST** complete (at a minimum) the Diagnostic Readiness Test in MyMathLab. In order to be marked present for week 2, students **MUST** complete (at a minimum) the Homework for Module 1 in MyMathLab. Students classified as “No Show” for both of the first two weeks will be administratively withdrawn.

## GRADING AND GRADING POLICY:

### Homework Assignments - 10% of Final Grade

Each Module contains Homework Assignments that **MUST** be completed by the due date. Failure to complete the Homework assignment by the due date will result in a deduction of 10% per day for that assignment (No Exceptions). You may use your book and your notes while working on the Homework. If you have difficulty with a problem, there are several tools available for each problem (Help Me Solve This, Video and Textbook). You are only allowed 3 attempts per problem. You are also encouraged to

seek help from your professor and/or one of the tutoring resources that are available. I will drop the lowest homework grade at the end of the semester.

### **Quiz Assignments - 15% of Final Grade**

Each Module contains a Module Quiz that **MUST** be completed by the due date. Students **MUST** receive the appropriate score on the **Study Plan** for that Module prior to being permitted to take the quiz. Students not completing the quiz by the due date will receive a zero (0). You may take the quizzes a maximum of 2 times. Your highest score will be recorded. I will drop the lowest quiz at the end of the semester.

### **Unit Tests - 15% of Final Grade**

Students will be taking two (2) online Unit tests according to the Class Schedule. These tests (1 attempt) can be found in MyMathLab. Students **MUST** receive the appropriate score on the Study Plan for that Module prior to being permitted to take the test. It is your responsibility to complete those tests by the deadline designated by your instructor (please refer to the Class Schedule). A student missing the test deadline for **ANY** reason will receive a zero for that test. No make-up tests, no exceptions! Each Unit Test is timed.

### **Proctored (Supervised) Midterm Exam – 30% of Final Grade**

Only if all MML lessons (Homework and Quizzes) assigned to date in the online curriculum and the Unit Test are completed will you be allowed to sit for the Midterm Exam. For all students, the Midterm Exam must be taken by the scheduled date according to the Class Schedule. This exam is timed and **MUST** be proctored (supervised) at an educational facility near you or through PROCTORU. If you are taking the exam on one of SPC's campuses, you **MUST** make a reservation (<http://mycoursesupport.spcollege.edu/testing-at-an-spc-location>). A student missing the exam deadline for **ANY** reason will receive a zero for the exam. No make-up exams, no exceptions! All Disability Resource students must provide appropriate documentation if they need special arrangements for testing and must make arrangements for their testing. The Midterm Review, located in MYCOURSES, should be taken a minimum of 2 times. Your score on the Midterm Review should be at least an 80% in order to maximum your opportunity for success on the Midterm Exam.

### **Proctored (Supervised) Final Exam – 30% of Final Grade**

Only if all MML lessons (Homework and Quizzes) assigned to date in the online curriculum and the Unit Tests are completed will you be allowed to sit for the Final Exam. For all students, the Final Exam must be taken by the scheduled date according to the Class Schedule. This exam is timed and **MUST** be proctored (supervised) at an educational facility near you or through PROCTORU. If you are taking the exam on one of SPC's campuses, you **MUST** make a reservation (<http://mycoursesupport.spcollege.edu/testing-at-an-spc-location>). A student missing the exam deadline for **ANY** reason will receive a zero for the exam. No make-up exams, no exceptions! All Disability Resource students must provide appropriate documentation if they need special arrangements for testing and must make arrangements for their testing. The Final Exam Review, located in MYCOURSES, should be taken a minimum of 2 times. Your score on the Final Exam Review should be at least an 80% in order to maximum your opportunity for success on the Final Exam.

## More Proctored Testing Information:

All the information for local and distant students can be found at the url below and in the final exam folder in the course content section in MyCourses.

<http://mycoursesupport.spcollege.edu/proctored-testing-information>

## Grading Policy

Course letter grades will be determined based on the following scale:

Grade:Percentage

A = 90 - 100

B = 80 - 89.9

C = 70 - 79.9

D = 60 - 69.9

F = Below 60

Grades of "I" (Incomplete) are NOT given in this course. If you do not complete the course by the scheduled final exam date, you will receive an "F" for the course.

Total course grade points will consist of an aggregate of points from the following areas:

30% - Final Exam

30% - Midterm

15% - MyMathLab Tests

10% - MyMathLab Homework

15% - MyMathLab Quizzes

State policy specifies that students may not repeat a college credit course for which a grade of "C" or higher has been earned except by appeal to the campus Academic Appeals committee. You may repeat a college credit course one time without penalty. At the third attempt, you will pay the full cost of instruction. The full cost of instruction rate for the academic year is stated in the course catalog. In addition, at the third attempt you may NOT receive a grade of "I," "W," or "X," but must receive the letter grade earned. This grade will be averaged into your overall grade point average.

## ASSIGNMENTS:

***IMPORTANT: Please be sure to keep on schedule as 10% per day will be deducted from a student's score on homework assignments NOT completed by the due date and a score of zero will be recorded for ALL quizzes, tests and exams not completed by the due date.***

MODULE	DUE DATE	LESSON OR ASSESSMENT
0	01/13/2016	Orientation Homework

0	01/17/2016	Study Plan for Diagnostic Readiness Test
0	01/17/2016	Diagnostic Readiness Test
1	01/23/2016	Module 1 (Homework)
1	01/24/2016	Study Plan for Module 1 Quiz
1	01/24/2016	Module 1 Quiz
2	02/06/2016	Module 2 (Homework)
2	02/06/2016	Study Plan for Module 2 Quiz
2	02/06/2016	Module 2 Quiz
1 & 2	02/07/2016	Study Plan for Test 1 (Modules 1 & 2)
1 & 2	02/07/2016	Test 1 (Modules 1 & 2)
3	02/20/2016	Module 3 (Homework)
3	02/21/2016	Study Plan for Module 3 Quiz
3	02/21/2016	Module 3 Quiz
4	03/16/2016	Module 4 (Homework)
4	03/17/2016	Study Plan for Module 4 Quiz
4	03/17/2016	Module 4 Quiz
1,2, 3 & 4	03/18/2016	Midterm Review
1,2, 3 & 4	03/18 – 03/20/2016	Proctored Midterm Exam
5	03/26/2016	Module 5 (Homework)
5	03/27/2016	Study Plan for Module 5 Quiz
5	03/27/2016	Module 5 Quiz
6	04/08/2016	Module 6 (Homework)
6	04/09/2016	Study Plan for Module 6 Quiz
6	04/09/2016	Module 6 Quiz
5 & 6	04/10/2016	Test 2 (Modules 5 & 6)
7	04/23/2016	Module 7 (Homework)
7	04/24/2016	Study Plan for Module 7 Quiz
7	04/24/2016	Module 7 Quiz
8	04/28/2016	Module 8 (Homework)
8	04/28/2016	Study Plan for Module 8 Quiz
8	04/28/2016	Module 8 Quiz
1 - 8	04/29/2016	Final Exam Review
1 - 8	04/29 – 5/1/2016	Proctored Final Exam

## STUDENTS' EXPECTATIONS AND INSTRUCTOR'S EXPECTATIONS

### Students' Expectations

- Thoroughly read the syllabus and abide by the contents of the syllabus.
- Act in a civil and respectable manner in addressing classmates, faculty and staff.
- Log into MyCourses every day.
- Take an active role in each course, participating fully in class discussions by posting to the discussion board on a weekly basis.
- Read and respond in an appropriate manner to all faculty emails and class discussion.

- Be responsible for raising any questions or seeking clarification about all course materials and assignments.
- Submitting assignments on time and completing assessments by the posted dates.
- Have constant access to a computer and the internet.
- Immediately seek assistance with assignments and all technical issues.
- Complete the Student Survey of Instruction.
- Become familiar with the College's Academic Honesty Policy.
- Understand that failure to comply with the Academic Honesty Policy may result in academic and/or disciplinary action.

### **What Students can expect from Instructor**

The instructor will establish and maintain, with your involvement and help, a safe, comfortable learning environment in which your opinions and thoughts are valued. The instructor will make meaningful assignments designed to broaden your knowledge and help improve your ability to problem solve utilizing the critical thinking skills developed in the study of Mathematics. The instructor will respond to all emails within a 24 hour period during the normal business week (M – F). The instructor will post grades in a timely manner.

## **TECHNOLOGY**

**Minimum Technology Requirements:** Students will need constant access to a computer, have high speed internet access, a calculator and a MyMathLab License.

### **Accessibility of Technologies:**

MyCourses (Brightspace by D2L) Accessibility Statement:  
[www.brightspace.com/about/accessibility](http://www.brightspace.com/about/accessibility)

### **Privacy:**

MyCourses (Brightspace by D2L) Privacy Statement:  
[www.brightspace.com/legal/privacy](http://www.brightspace.com/legal/privacy)

**Technical Support:** [www.spcollege.edu/helpdesk](http://www.spcollege.edu/helpdesk)

### **MyMathLab Student Support:**

<http://www.pearsonmylabandmastering.com/northamerica/mymathlab/students/support/>