



## Course Syllabus: Math 1314.01W – College Algebra Summer I 2020 (Online Course)

Date: June 1, 2020 to July 2, 2020

**Instructor:** Rebecca Steward

**Office Location:** Binnion 303A

**Office Hours:** Mon - Thurs 9:00 – 10:00 And/or by appointment

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**Preferred Form of Communication:** Remind then Email

**Communication Response Time:** Within 24 hours, unless over a weekend, holiday, or during school cancellation, such as bad weather days.

### COURSE INFORMATION

**Material Required:** MyMathLab (Online Homework) access through D2L for College Algebra, 7th Edition by Robert F. Blitzer is required. MyMathLab is integrated into your MyLeo account once you are enrolled in Math1314. There is NO NEED to purchase an access code on your own, as it is being directly charged to your account through a materials fee in your tuition and fees.

To access your online homework, please log on to MyLeo from university homepage. Then, click on the “Apps” tab on top menu and access the app “MyLeo Online (D2L Brightspace)”. After that, click on the grid that looks like the one below on the next screen:



Select Math 1314 from the list of courses that you are taking and you will be able to see the “MyMathLab” link under the “content” button. Once inside MyMathLab, you may have to click on the option for the MyMathLab course home page and can start doing your homework.

**NOTE:** If for some reason you chose to opt-out MyMathLab when enrolling to this class, you will need to speak with your instructor and/or the course coordinator about purchasing the access to the online homework on your own.

In addition, please get a **Binder** to keep and organize all notes and course materials. A Texas Instruments (TI-83 or TI-83 Plus) **graphing calculator** for this course is highly recommended. All exams must be completed in **pencil**. **Please start your online homework the first day of the course to prevent a loss in points for your grades.**

**Printed Textbook:** The printed textbook, College Algebra, 7th Edition by Robert F. Blitzer (ISBN is 9780134469164) is optional and can be accessed through MyMathLab. Portions of Chapters 1-8 in the textbook will be discussed.

### Course Description

This course covers an in-depth study and applications of quadratics, polynomial, rational, exponential and logarithmic functions, and systems of equations. Additional topics such as arithmetic and geometric progressions; sequences and series; and matrices and determinants are included.

**Student Learning Outcomes:** Upon completion of this course, students will be able to:

- 1) Demonstrate knowledge of properties of functions, which include domain and range, operations, compositions, and inverses.
- 2) Identify, interpret, and solve problems of various types of functions and their graphs, including but not limited to linear, quadratic, polynomial, rational, exponential, and logarithmic functions.

- 3) Apply graphing techniques for various functions.
- 4) Identify and develop basic sequences and series.
- 5) Solve systems of equations with various methods including elimination, substitution, Cramer's rule and matrices

### **Core Objectives:**

1. ***Students will be able to analyze, evaluate, or solve problems when given a set of circumstances, data, texts, or art.*** This common core objective will be assessed in the departmental final exam for all sections of Math 1314.
2. ***In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.*** This common core objective will be assessed using common class activities/projects with class discussion over functions, sequences, logarithmic or exponential functions for all sections of Math 1314.
3. ***Students will be able to interpret, test and demonstrate principles revealed in empirical data and/or observable facts.*** This common core objective will be assessed using common class activities/projects with discussion over functions, homework, exam and departmental final exam for all sections of Math 1314.

### **COURSE REQUIREMENTS**

**Instruction:** Instruction will include lecture, demonstration and models, and some group work, based on time available. All turned in work should be completed in pencil, please.

**Attendance & Continual Enrollment:** **Attendance/participation is a must to be able to do well in this class.** You should spend at least 3 hours each class (Monday through Thursday) to view instructional videos, take notes, and do HW and class activities online. You can earn attendance/participation points by submitting assignments and class activities on time.

If students represent an athletic team for this university, departmental team, scholastic team, choir, or other group and must miss class, notify me in writing with the appropriate documentation within one week of the absence in order not to be counted absent. Arrangements for make-up work will be made at that time.

**\*\*\* All students should be aware that they are NOT allowed to drop this math course, and that they must be continually enrolled in a math course until they have successfully completed their college-level math course (University Policy).\*\*\***

**Homework:** Homework will be assigned every class period. The homework is a must for success in this class.

**\*\*\*Students are required to complete homework using MyLab Math online homework system.\*\*\* Homework is due in a week after the day that is assigned (or before the exam day, whichever comes first).**

If a student experiences any technical difficulties with MyLab Math, be sure to use the online help and technical support from the software company. If a student continues to have trouble accessing or navigating the software, please contact instructor through email or come by his/her office during office hours for some individual help.

**Tutoring:** Tutoring will be available online. Full options will be shared with students once they are available. Please watch your email and D2L for the most recent announcements.

**Quizzes:** Quizzes will be given in class periodically. **No** make-up quizzes will be given, but the lowest quiz grade will be dropped. Be sure to attend all classes so you do not miss any quizzes.

**Class Activities/Projects:** Application problems with class discussion over functions, sequences, logarithmic or exponential functions related to course materials will be assigned during the semester. Be sure to attend all classes in order to participate in the class activities with class discussion.

**Exams:** Students are required to have proctored online exams. This will require that a webcam or cell phone camera be available to provide video. Also required is a way of sending images of written work back to your instructor, such

as a document scanner or camera. Proctoring options will be shared with students once it is available. Please watch your email and D2L for the most recent announcements.

There are three scheduled exams. A practice exam and answer key will be provided prior the exam. Partial credit may be given on exams IF all work is neatly shown for determination of the student's mistakes. **CELL PHONES AND OTHER ELECTRONIC DEVICES MUST BE TURNED OFF AND STORED OUT OF THE STUDENT'S REACH. The only electronic device allowed during tests and quizzes is a stand-alone calculator (such as a TI-34, TI-83, TI-84, etc.), and only with the instructor's permission. All exams must be completed in pencil; failure to complete your exam in pencil will result in a reduction of the earned grade by 5 points.**

**No make-up exams will be given without prior notice of a university excused absence\***. We realize that at times throughout the semester, emergency situations may arise that affect a student's performance on an exam or even prevent a student from attending on an exam day. **We can replace the lowest exam grade with the student's grade on the final exam, provided the final exam score is higher.** This provision will only be applied to **ONE** exam, so students should make every effort to be present and well-prepared for all exams.

**A Practice exam and answer key will be available prior to each exam.  
Be sure to take advantage of this valuable resource!!**

**These test dates are tentative and are subject to change:**  
[See class schedule on the last page](#)

\* University Authorized Excuses: 1) Participation in a required/authorized university activity; 2) Verified illness; 3) Death in a student's immediate family; 4) Obligation of a student at legal proceedings in fulfilling responsibility as a citizen; and others determined by individual faculty to be excusable (e.g., elective University activities, etc.)

**Final Exam:** The final exam will be a departmental, comprehensive exam. All students will take the exam at the same time on July 2, 2020 (the last day of class).

For this summer, students have the option to opt to not to take the final exam IF he/she fulfill these requirements:

- The student has a passing average grade after exam 3 and is happy with the final average.
- The student has completed the last assignment of final exam practice questions on MyLab Math with a passing grade.

In this case, all exams taken before the final exam will be counted as 75% and together with the daily grades of 25% to make up for the 100% of the final grade.

On the other hand, if students opt to or need to take the final exam, it can replace one lowest exam grade. Students will follow the grading policy outlined below to calculate for the

## GRADING

### Grading Policy:

<b>Daily Grade</b>	25%
Homework on MyLab Math = 15%	
Class participation, Daily Work, Attendance, and Projects = 3%	
(Exam Practice) Quizzes on MyLab and/or on Paper = 4%	
Competency Materials Quiz (Maximum of 3 Attempts) = 3%	
<b>Exams</b>	75 %
Exam 1, Exam 2, Exam 3, & Final Exam (1 Attempt each) @ 18.75% each = 75%	
<b>Total</b>	<b>100%</b>
<b>Grade: A = 90-100, B = 80-89, C = 70-79, D = 60-69, F = 59 or below</b>	

## TECHNOLOGY REQUIREMENTS

Students need to check their e-mail regularly with the address that they have provided to the instructor for class announcements. Access to a computer, the internet, MyLeo, D2L, and MyMathLab will be needed for online homework assignments.

The graphing calculator of TI 83/TI 84 or equivalent will be highly recommended. Calculators other than Texas Instruments calculators may be used but classroom instruction on calculators will be given for TI equipment only. \*\*Note: Calculators that solve problems for students, including but not limited to TI-Nspire, TI 89 or higher, Casio Prizm, Casio Touch or higher are **NOT** allowed to be used for this class. \*\* **Students are also required to clear the memory of graphing calculators before and after each exam.**

**Calculator Loan Program:** The Mathematics Department has set up a calculator loan program to support students. Students can borrow a calculator for a semester with a fee (\$10 to \$15 for TI-83/84). It is first come, first served basis.

**Webcam access is REQUIRED.** This course is being offered fully online, including the exams. As such, all students enrolled in this course will be required to take their exams through the online proctoring provided from the Academic Testing Center (ATC). This service is free to all TAMUC students, but requires the usage of a webcam as well as a stable internet connection. If you do not have a separate webcam, you are free to use the built-in camera in your laptop, tablet, and/or phone in order to fulfill this requirement of the course. The usage of a microphone and/or headset is also recommended.

### Testing Requirements

All proctored exams will be recorded for your instructor's viewing, in case any discrepancies arise during the testing process. Once the teacher has scheduled each exam, students will be required to sign up for a testing time with the Academic Testing Center.

The ATC is offering their services Mondays 10am - 8pm, Tuesday, Wednesday, and Thursday from 10am - 6pm, and on Fridays from 10am - 2pm. The testing times available will be on the even hours for those days, depending on what that day's ATC hours are, and will last for a two-hour time slot. (Example: If a student needs to test on a Monday, testing times will be at 10am, noon, 2pm, 4pm, and 6pm. However, if a student needs to test on a Friday, the available time slots will only be 10am and noon.)

The first 15 minutes of each testing period are reserved for student check-in, where the testing proctor will check student identification, allow students to print exams if applicable, and assess the student's test taking environment for academic honesty issues. During this time period, each student will be required to have a photo ID available to show to the webcam when the testing period first begins. Exams will begin approximately 15 minutes into the two-hour time slot.

Once the exam has begun, new students who were not verified during the first 15 minutes will not be allowed to enter the testing site, thus (hopefully) minimizing interruptions to students who have already begun their exams. Thus, you should be ON TIME for your testing time slot. If you are more than 15 minutes late, you will need to reschedule for a later time slot, assuming there are still available times. If there are no more available time slots, students will need to communicate their situation to their instructor.

Once the exam has begun, testing students will be expected to be within view of their webcam until they have demonstrated for the proctor/show their webcam the exam papers they are submitting by scanning and uploading, if needed for the exam. During this two-hour time slot, students are expected to maintain a stable internet connection. Any internet disruptions may be considered an effort to obtain information in an inappropriate manner. In general, an extended internet disruption will result in a zero on the exam, with the instructor working individually with students on a case-by-case basis. Please speak with the instructor if you have had an extended interruption to your internet service during a proctored exam. More details about this testing process will be shared with the class through the D2L course shell and possibly email as we near the first exam.

### **MyLeo Online Learning Management System (LMS):**

**D2L in MyLeo:** All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements:

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

### **Access and Navigation in MyLeo/D2L**

**MyLeo Support:** You will need your campus-wide ID (CWID) and password to log into your course in D2L. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

**Communication and Support:** If you have any questions or are having difficulties with the course material, please contact your Instructor.

**Technical Support:** If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### **COMMUNICATION AND SUPPORT**

**Interaction with Instructor Statement:** It is important that students are actively engaged in class activities. Questions are welcome in the classroom. Students are welcome to schedule with instructors for extra help outside classroom during office hours.

**Getting Help Outside of Office Hours:** Utilizing the **multimedia library and online help from the MyMathLab online homework system** is suggested as a valuable resource for many students to improve their grades in Math classes. Also, the free tutoring on campus and from online is also highly recommended.

**Student Health Services** are located at Henderson Hall (Corner of Lee St. and Monroe St.). It offers health care to the student body of Texas A&M University – Commerce. It provides primary health care services including treatment of illness, injury, and women’s health. **Tel:** (903) 886-5853.

**University Police Department** is located at Henderson Hall. For Emergency, please call: 911  
For Non-Emergency, please call: 903.886.5868

### **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

**Academic Integrity:** In order to insure fairness and high academic standards, any actions which violate the principles of academic integrity through dishonesty or cheating are given serious consideration. In order to understand what constitutes a violation of academic integrity and the consequences of such behavior, the university’s policies may be reviewed at:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>. In particular, awareness of the following definitions is essential in order to know what represents academic dishonesty (pages 6 – 7):

“**Cheating:** Intentionally using or attempting to use unauthorized materials, information, notes, study aids or other devices or materials in any academic exercise. Unauthorized materials may include anything or anyone that gives a student assistance, and has not been specifically approved in advance by the instructor.”

“**Complicity:** Intentionally or knowingly helping, or attempting to help, another to commit an act of academic dishonesty.”

“**Plagiarism:** The appropriation of another person's ideas, processes, results, or words without giving appropriate credit.”

Furthermore, cheating in this course is defined as the following:

- Giving or receiving answers during an exam or quiz.
- Viewing the exam or quiz answers of nearby classmates.
- Having notes/practice work available during quizzes or tests.
- Possession or access to test items before the test is given.
- Deception in getting an excused absence to obtain the undeserved opportunity to make-up work.
- Use of cell phones or text messaging technology during exams or quizzes (**such as iPods, iWatch, etc.**). **IF ONE OF THESE DEVICES IS AVAILABLE, IN ANY WAY, DURING AN EXAM OR QUIZ, THE STUDENT WILL NOT BE ALLOWED TO PROCEED WITH THE EXAM OR QUIZ AND MAY BE SUBJECT TO PENALTIES ON THEIR GRADE.**
- Improper citations in written works, or using another person’s ideas and words as students own without giving proper credit.
- **Any** method, no matter how well rationalized or accepted, which improves a person’s grade by any means other than study and skillful performances on exams and/or other assignments.

While majority of students are honest in doing their school work, due to recent cheating events, action must be taken to protect the academic integrity of classrooms. **There is a NO TOLERANCE policy for cheating, and if a student is caught cheating, the event is subject to reporting and placement on the student’s academic record. No grade will be received for any assignments for which cheating occur.**

In summary, students found guilty of an act of academic dishonesty in this course will be subject to the disciplinary actions listed in the university policies. This includes several possible penalties depending on the severity and number of the incidents, which will be taken into account when specifying disciplinary actions.

**Classroom Behavior:** Appropriate classroom behavior is required to attend this class. All cell phones and electronic devices must be put on silent or turned off during class. NOTE: THIS INCLUDES BLUETOOTH AND OTHER DEVICES THAT ARE PLACED IN THE EAR. Phones and electronics are distractions for instructor and the other students in the class. All people will be treated with respect and talking that disrupt the class is not allowed. If disruptions occur during class time, a student will be asked to leave class and will earn a zero on any applicable grades for that class period. Serial disrupters will be asked to withdraw from this class.

**Early Intervention for First Year Students:** Early intervention for freshmen is designed to communicate the University's interest in their success and a willingness to participate fully to help students accomplish their academic objectives. Grades for students in freshmen level classes will be reported to the Registrar's Office at the end of the fifth week of class during the fall and spring semesters. The Registrar's Office will report grades to students, Advising Services, Academic Departments (faculty advisors) and mentors. This procedure will allow students to be knowledgeable about their academic progress early in the semester. The university, through Advising Services, faculty advisors and mentors, will take steps to assist students who may be experiencing difficulty to focus on improvement and course completion. Grade reports will be mailed by the end of the sixth week of the semester.

**Student Conduct:** \*\*\* "All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." (Student's Guide Handbook, Policies and Procedures, Conduct). Rude and/or disruptive behavior will not be tolerated. No electronic devices (except calculators) are allowed during class time. Cell phones, smart watches, and other electronic devices are to be put away during class time and exams. \*\*\* The use of vapor/e-cigarettes, smokeless tobacco, snuff and chewing tobacco are prohibited inside classrooms and university buildings.

The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

**TAMUC Attendance:** For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

**ADA Statement, Students with Disabilities:** The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If students have a disability requiring an accommodation, please contact: Office of Student Disability Resources and Services, Texas A&M University-Commerce, Gee Library- Room 162, Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148, email: [StudentDisabilityServices@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu). Website: <http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

**Nondiscrimination Notice:** This statement presents the University's commitment to a safe, accepting environment for all students regardless of sexual orientation, gender identification, or gender expression: A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

**Texas Senate Bill - 11** (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce

Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

### COURSE OUTLINE

#### 1314 MTWR Tentative Schedule (Summer 2020) For Students

	<b>Date</b>	<b>Events</b>	<b>STUDY:</b>
M	<b>6/1</b>	Syllabus, 2.1,2.2	
T	<b>6/2</b>	2.3, 2.4	
W	<b>6/3</b>	2.5, 2.6	
R	<b>6/4</b>	2.7, Ch. 8 Sequences (Arithmetic and Geometric Sequences) Review exam 1	
M	<b>6/8</b>	<b>EXAM 1</b> , Review of solving quadratic equations, 3.1	
T	<b>6/9</b>	3.2, 3.3	
W	<b>6/10</b>	3.4, 3.5	
R	<b>6/11</b>	3.6, Review for exam 2	
M	<b>6/15</b>	<b>Exam 2</b> , 4.1	
T	<b>6/16</b>	4.2, 4.3	
W	<b>6/17</b>	4.4	
R	<b>6/18</b>	4.5,	
M	<b>6/22</b>	5.1, 5.2	
T	<b>6/23</b>	6.5	
W	<b>6/24</b>	6.1,6.2	
R	<b>6/25</b>	Review for exam 3	
M	<b>6/29</b>	<b>EXAM 3</b>	
T	<b>6/30</b>	<b>Review for final</b>	
W	<b>7/1</b>	<b>Review for final</b>	
R	<b>7/2</b>	<b>FINAL EXAM</b>	

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

**\*\*\* By Remaining Enrolled In This Course, All Students Agree To Abide By The Policies Of This Class, As Stated In The Syllabus \*\*\***