This course includes basic algebra concepts and skills needed for success in higher-level courses. Topics include real numbers, exponents, polynomials, rational expressions, graphing, radicals, graphing linear equations, factoring and solving linear and quadratic equations and applications. Course performance standards are available at www.scf.edu/pages/1160.asp.

A grade of "C" or better in MAT 0018 or equivalent. Student enrollment in any mathematics course is contingent upon approval of the Mathematics Department. This means that students who have been misplaced may have their schedule changed.


A scientific calculator is required. Calculators with symbolic manipulation capabilities (e.g., TI-89, TI-92) will not be allowed for use during exams.

You will need to purchase an instructional software package to do required homework problems. Your online section requires all students to use the instructional software package called MyMathLab. You are required to purchase the MyMathLab software (available at the college bookstore or online at http://pearsonmylabandandmastering.com/ ) An online version of the textbook is available as part of the MyMathLab software, the purchase of a physical textbook is not required.

This is an online course requiring submission of online homework and quizzes. It is NOT self-paced. You will be learning through the use of the textbook and MyMathLab. You will work online to complete the course material as outlined in the attached schedule and come to the campus (or a pre-approved testing center) to take traditional pencil and paper exams.

You must have an SCF email account and check your email regularly. For any personal concerns, please speak to the instructor in class or email at dwyerc@scf.edu. For questions on homework or general course concerns, please post in the appropriate discussion board.
WITHDRAWAL  In accordance with the State College of Florida policy, as stated in the college catalog, students may withdraw from any course, or all courses, without academic penalty, by the withdrawal deadline listed in the State College of Florida academic calendar. For this class, the withdrawal date is **November 16th, 2012**. Students should take responsibility to initiate the withdrawal procedure but are strongly encouraged to talk with their instructors before taking any withdrawal action. In addition, students should note that faculty may also withdraw students for violating policies, procedures or conditions of the class, as outlined in individual class syllabi, and such action could affect financial aid eligibility.

ATTENDANCE POLICY  Since this is an online course, attendance will be measured by completion of MyMathLab assignments as well as sitting for exams.

During the first week of class, student attendance will be measured by completion of all parts of the Required Initial Assignment (described below).

After the first week, students must display weekly activity in MyMathLab (i.e. complete homework, quizzes, and tests each week) and sit for all exams. Students who are inactive for any one week are subject to withdrawal from the course.

REQUIRED INITIAL ASSIGNMENT

In accordance with US Department of Education guidance regarding class participation, the State College of Florida requires that all students complete an orientation and submit their required Week 1 assignments within each course(s) during the first 5 calendar days of class. The first calendar day of class is the official start date of the course as posted on the course syllabus. Financial Aid cannot be released without class participation as defined above. Students who have already taken, and successfully completed, at least one or more class(es) with The State College of Florida will be dropped ONLY from any class(es) in which they are not participating. If you have any questions about your assignments, or you are unable to complete your assignments, please contact your instructor.

To be a student in this course, you must complete the **Diagnostic Test 1** in MyMathLab by Friday, October 19th or you will be dropped from the course as a no show.

LESSON PROCEDURES

Weekly assignments will typically be due each **Tuesday at 11:59 pm**, unless otherwise specified. Every week, sections are assigned according to the Syllabus calendar. For each assigned section:

1. Read the section in the **Textbook**.
2. Watch the Section Video Lectures for the section in MyMathLab (under the Multimedia Library tab on the left side of the screen).
3. Complete the **Homework** (under the Homework tab on the left side of the screen). Homework assignments will count toward your course grade. Remember to utilize any Help buttons when you run into a difficult homework problem.

HOMEWORK  Homework assignments are available in MyMathLab. Each homework assignment is due on a Tuesday at 11:59 PM. If you do not finish your assignment by the due date, you may continue to work on it for partial credit.

DISCUSSIONS  There is a discussion board available for you to ask questions about homework problems and concepts. You must make at least ten posts throughout the semester. Your post may either be a question you have about the material or it may be a response to another student’s question. Each post is worth 10 points. The post must be substantial to earn course credit.

QUIZZES  Six online timed 1-hour quizzes, each worth 50 points toward your course grade, will be assigned through the MyMathLab software. You will be allowed two submissions on each.
**DIAGNOSTIC EXAMS**

There are two online diagnostic exams, one at the beginning of the semester and one after the midterm. The purpose of the diagnostic exams is to allow you to see what areas you need to work on in particular and what concepts you have already mastered. The diagnostic exams are required, but do not count as part of your grade. You will need to complete the diagnostic exams before you can access the homework.

**EXAMINATIONS**

There will be an on-campus, paper and pencil midterm and final exam. **NO MAKE-UP EXAMS WILL BE GIVEN.** The midterm is on Wednesday, November 7th. The final exam is on Wednesday, December 12th. Both exams are at 1 PM in room 27-137 on the Bradenton campus.

**TESTING**

What you must bring: You must bring your own calculator, pencils, and your student ID card or driver’s license.

For students with time/location conflicts: If you are not able to attend the on-site testing sessions, you must make an appointment with the SCF Testing Center or find a testing center in your area and contact your instructor with the necessary information for sending the test to the testing center at least one week prior to the exam. Please be aware that most independent testing centers will charge for proctoring services. Regardless of location, you must still take the exam on the same date as the rest of the class.

Make-up Exams: Make-up exams are not allowed under any circumstances.

Test Results: Test results will be posted in the MyStatLab gradebook. Please bring a stamped, self-addressed envelope to the exam so that your instructor can return your test to you. Otherwise, you may arrange to pick up the exam in your instructor’s office or get it back at the next exam. Final exams are not returned.

**GRADING**

Your grade in the course is determined by the percentage of points earned during the semester. A grade of 70% or better must be earned on the proctored final exam in order to pass the course.

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 Online Quizzes</td>
<td>50 points each</td>
</tr>
<tr>
<td>Discussion</td>
<td>10 points</td>
</tr>
<tr>
<td>Homework</td>
<td>200 points</td>
</tr>
<tr>
<td>Midterm</td>
<td>200 points</td>
</tr>
<tr>
<td>Final Exam</td>
<td>200 points</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1000 points</strong></td>
</tr>
</tbody>
</table>

90 – 100% = A  
80 – 89% = B  
70 – 79% = C  
60 – 69% = D  
< 60% = F

**TECHNICAL SUPPORT**

Help for MyMathLab is available at [http://247pearsoned.custhelp.com](http://247pearsoned.custhelp.com). For fast assistance, choose chat to “talk” to a technical support person.

**ACCOMMODATION SERVICES**

State College of Florida, Manatee-Sarasota, in accordance with the Americans with Disabilities Act will provide classroom and academic accommodations to students with documented disabilities. If you need to request an accommodation in this class due to a disability, or you suspect that your academic performance is affected by a disability, please see me or contact the Disability Resource Center (DRC). The DRC is located in 300-326 on the Venice campus and in the Student Services Center (01-219) on the Bradenton campus. The phone number is 941-408-1448 Ext # 61448 (TTY 941-480-3420) on the Venice campus and 941-752-5295 Ext # 65295 (TTY 941-751-8179) on the Bradenton campus.
STANDARDS OF CONDUCT

Students are required to adhere to statements regarding student misconduct outlined in official State College of Florida publications including the Catalog and the Student Handbook. The minimal consequence of failure to adhere to these statements is withdrawal from the course.

ELECTRONICS POLICY

Cell phones may not be used during tests, not even as a calculator. Electronic devices, such as iPods, Blackberries, etc. are not permitted to be used or worn during tests. During tests, cell phones must be turned off completely (not on silent). Any use of a cell phone during an exam may result in a minimum penalty of an F for that test.
<table>
<thead>
<tr>
<th>Week</th>
<th>Sections Covered</th>
<th>Topics Covered</th>
<th>Due Dates</th>
</tr>
</thead>
</table>
| 1    | M 10/15 – F 10/19 | 1.3 Exponents, Order of Operations  
2.3 Further Solving Linear Equations  
2.4 Introduction to Problem Solving  
2.5 Formulas and Problem Solving  
2.6 Percent and Mixture Problems  
2.7 Solving Linear inequalities  
Online Quiz 1 | Sections 1.3-2.7 | Diagnostic Test 1: 10/19, 11:59 PM  
Homework: 10/23, 11:59 PM  
Online Quiz: 10/24, 11:59 PM |
| 2    | M 10/22– F 10/26 | 3.1 Exponents  
3.2 Negative Exponents /Scientific Notation  
3.3 Introduction to Polynomials  
3.4 Add/Subtract Polynomials  
3.5 Multiplying Polynomials  
Online Quiz 2 | Sections 3.1-3.5 | Homework: 10/30, 11:59 PM  
Online Quiz: 10/31, 11:59 PM |
| 3    | M 10/29– F 11/2 | 3.6 Special Products  
3.7 Divide by Monomial  
4.1 Factoring: GCF & Grouping  
4.2 Factoring Trinomials a = 1  
4.3 Factoring trinomials (trial and error)  
4.4 Factoring Trinomials (AC method)  
Online Quiz 3 | Sections 3.6-4.4 | Homework: 11/6, 11:59 PM  
Online Quiz: 11/7, 11:59 PM |
| 4    | M 11/5 – F 11/9 | Midterm Diagnostic Test 2  
4.5 Difference of Squares, Perfect Squares  
4.6 Solving Equations by Factoring  
5.1 Simplifying Rational Expressions | Sections 1.3 – 4.4 | Midterm: 11/7, 1-3 PM, Rm. 27-137, Bradenton  
Diagnostic Test 2: 11/9, 11:59 PM  
Homework: 11/13, 11:59 PM |
| 5    | **M 11/12 – F 11/16  
**Veteran’s Day Observed College Closed | 5.2 Multiply and Divide Rational Expressions  
5.3 Add and Subtract Like Rational Expressions  
5.4 Add and Subtract Different Denominators  
5.5 Solving Equations with Rational Expressions  
5.6 Proportions  
Online Quiz 4 | Sections 4.5-5.6 | Homework: 11/20, 11:59 PM  
Online Quiz: 11/21, 11:59 PM |
| 6    | M 11/19 – F 11/23  
*Thanksgiving Holidays- College Closed | 6.1 Rectangular Coordinate System  
6.2 Graphing Linear Equations | Homework: 11/28, 11:59 PM  
Happy Thanksgiving! |
| 7    | M 11/26 – F 11/30 | 6.3 Intercepts  
6.4 Slope and Rate of Change  
6.5 Equations of Lines  
8.1 Introduction to Radicals  
8.2 Simplifying Radicals  
Online Quiz 5 | Sections 6.1-8.2 | Homework: 12/4, 11:59 PM  
Online Quiz: 12/5, 11:59 PM |
| 8    | M 12/3 – F 12/7 | 8.3 Adding and Subtracting Radicals  
8.4 Multiplying and Dividing Radicals  
8.6 Radical Equations and Problem Solving  
Online Quiz 6 | Sections 8.3-8.6 | Homework: 12/11, 11:59 PM  
Online Quiz: 12/12, 11:59 PM |
| 9    | M 12/10 – R 12/13 | Final Exam | All sections | Final: 12/12, 1-3 PM Rm. 27-137, Bradenton |

*Friday, 11/16, last day to withdraw without academic penalty (no refund).