MAT 1033

INTERMEDIATE ALGEBRA: Online Course

Fall 2012

Instructor: Rebecca Williams
Bradenton Campus
Instructor’s Office: 27-115
Math Office: 27-108
Instructor’s Phone: 941-752-5230
Math Lab: ARC (Building 5)
Instructor’s e-mail: williar1@scf.edu
Math Lab Hrs: http://www.scf.edu/StudentServices/AcademicResourceCenter/default.asp
Office hours: TBA
On-Campus Meetings: Monday 5:30 pm, Bradenton Campus Bldg. 27 Rm. 149, on 8/20, 9/17, 10/15, 11/5, 12/3, and 12/10

COURSE DESCRIPTION:
This course meets Area II for A.A.S. general education requirement. This course includes the study of real numbers, linear and quadratic equations, linear inequalities, systems of linear equations, exponents, polynomials, factoring, rational expressions and related equations, radicals, quadratic formula, completing the square, complex numbers, absolute value, graphing and applications. Students already with credit for MAC 1102 or 1105 cannot subsequently get credit for MAT 1033. Course Performance Standards are available at www.scf.edu/pages/1160.asp and in the math lab.

PREREQUISITES:
A grade of “C” or better in MAT 0024 or MAT 0028 (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.

REQUIRED COURSE MATERIALS:
2. Software: WebAssign Student Access Code Card
3. Textbook: Intermediate Algebra by Charles P. McKeague, 9th edition (eBook included with WebAssign access, so purchase of physical textbook is OPTIONAL)

The course notes and access code (required) and textbook (optional) are available for purchase at the SCF Bookstore. Do not open any packages unless you are certain you have the correct materials. Open packages will not receive full refund at the bookstore.

CALCULATOR:
A scientific calculator is required. It is allowed during exams. Calculators with symbolic manipulation capabilities (e.g. TI-89, TI-92) will not be allowed for use during exams. Cell phones cannot be used as calculators during exams.

WEBASSIGN:
Instructional software (Enhanced WebAssign, at http://www.webassign.com/) with access to homework problems, solutions to homework problems, and video lectures will be used in this course. All students are required to use the supplemental software Enhanced WebAssign (abbreviated EWA). The software must be purchased by the end of the first week of classes. For Technical Support, visit http://www.webassign.com/user_support/student/ or call (800) 955-8275.

EWA is the central location for this course. You must log in at least once each week to participate in weekly homework assignments, online quizzes, and view class announcements. Failure to do so could result in missed due dates, missed homework or quizzes, or withdrawal from the course.

You can expect to see announcements in EWA from your instructor regularly with pertinent course information such as assignment updates, study tips, and course instructions.

The Class Key for this course is ______________. Students should not register in the EWA course until the first day of the semester. Instructions for enrolling in WebAssign can be found in ANGEL under the “Lessons” tab.

ANGEL ACCESS:
You are already enrolled in the ANGEL account for this course. You can access ANGEL through SCF Connect (https://portal.scf.edu/cp/home/displaylogin) using your regular User ID and Password. This Syllabus will be posted in ANGEL, and detailed instructions for enrolling in Enhanced WebAssign will be posted in ANGEL under the “Lessons” tab. However, ANGEL will not be used during the rest of the semester as all assignments are located in Enhanced WebAssign. Students should not contact the instructor through ANGEL – instead, send e-mails to williar1@scf.edu.

E-MAIL:
You must use your SCF e-mail account and check your e-mail regularly. All e-mail replies must be sent from your SCF e-mail address. They must be written using correct English structure, grammar and punctuation and be signed with your first and last name. Additionally, the course name, MAT 1033 - Online, should be included on the subject line of the e-mail. Please do not e-mail your instructor through ANGEL. Students can typically expect to receive a reply by the next day, M-F.

COURSE FORMAT:
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, course notes, and Enhanced WebAssign. You will work outside class 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. The instructor will interact with students throughout the course and assess all assignments.
REQUIRED INITIAL ASSIGNMENT: To be a student in this course, you must complete all parts of the assignment by Tuesday, August 28, 11:59 pm. To complete this assignment, students must:

   - Follow the “Enrolling in WebAssign” instructions, which will be posted in ANGEL under Lessons on the first day of class.
   - Download any required plug-ins for Enhanced WebAssign.
   - Click on Notifications in the top right, and check all options under “Notify me immediately when...”
   - Complete the Orientation Assignment under either “My Assignments” or “Current Assignments.”

2. Write an “Introduction Post” under Class Forums in EWA.
   - On the right-hand side in EWA, click on “Class Introductions” under Class Forums.
   - Read the Instructions and the Example Post, then create your own post in the “Class Introductions” forum.

3. Send an e-mail to your instructor at williar1@scf.edu from your SCF e-mail address.
   - You can either reply to an e-mail, or send a brand new one. Make sure that you include your first and last name in the body of the e-mail.

Students who fail to complete all parts of the Required Initial Assignment by the due date will be marked as a no-show and dropped from the course.

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 8 calendar days of class. The first calendar day of class is the official start date of the course as posted on the course syllabus. Assignments submitted prior to the official start date will not count toward your participation. 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 at williar1@scf.edu.

LESSON PROCEDURES: Weekly assignments will typically be due each Monday 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 Lecture Videos for the section in EWA (under “Resources” in bottom left-hand corner of page). You can also view additional videos at MathTV.com under the Algebra section.
3. Go through the section exercises in the Course Notes paper workbook, and check the Answers posted under “Resources” in EWA.
4. Complete the Homework in EWA (under “My Assignments” in Toolbar at the top or in the box to the left). Homework assignments will count toward your course grade. Remember to utilize any Help buttons when you run into a difficult homework problem.

HOMEWORK: Doing homework is a critical part of learning mathematics. Assignments are provided through the EWA software. The online homework will have impact on your course grade. Assignments will typically be due each Monday at 11:59 pm, unless otherwise noted. Assignments with due dates that are past can still be submitted up to 7 days past the due date with a 30% penalty on late problems. Online homework is required and counts for 200 points toward your course grade.

Students often find it helpful to print the homework assignments, work out problems using pencil and paper, and then enter the answers in EWA. This gets students into the habit of showing work on paper, to prepare them for proctored tests.

The Optional Textbook Exercises listed below on the calendar also provide you with the opportunity to work problems away from the computer, which helps you to prepare for the paper and pencil exams. These will not be handed in for a grade, and it is up to you to decide how much extra practice you need.

You are allowed 10 submissions for each homework problem. Click on the yellow Help buttons if you are struggling with a problem. Click on “Practice Another Version” to submit answers to a similar problem without counting against your 10 submissions. If you are still stuck, click “Ask Your Teacher” and include a specific question (include the question number, and work you’ve tried so far).

There will be an EWA homework assignment due for every textbook section covered. In addition, on the Friday before every Quiz and Test date, students must post a question or helpful response from that unit in the appropriate Forum in EWA. The due dates are listed in the Syllabus calendar as “Forum: mm/dd.” A new Forum will be created for each unit, and instructions will be posted there. Each Forum post will be counted as one Homework assignment.
QUIZZES:  Two online timed 1-hour quizzes, each worth 50 points toward your course grade, will be assigned through the EWA software. You will be allowed two submissions on each quiz to account for any technical issues. To prepare for these quizzes, students can (1) complete the Quiz Reviews in the Course Notes and/or (2) review previously completed Homework assignments for practice in WebAssign without penalty to their grades.

   From the time that you click on the Quiz, you will have one hour to submit your completed answers. Do not click on the quiz unless you are prepared to take it at that time.

   Unlike your Homework, you should answer all questions and then click “Submit.” After that, you will be given the chance to submit a second time to allow for any corrections that might need to be made because of EWA formatting issues.

EXAMINATIONS:  There will be four unit exams, and a required comprehensive departmental final exam given in class during the scheduled departmental final exam period. Students will take all exams in person at the Bradenton Campus on the dates, times, and locations listed below in the Syllabus schedule. What you must bring: calculator, pencil/pen, and student ID card or driver’s license. Students cannot use a cell phone as a calculator during exams!

   For students with conflicts: If you cannot attend an on-site test session, you must find a proctored 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 the location, you must still take the exam on the same date as the rest of the class.

   NO MAKE-UP EXAMS WILL BE GIVEN after the test date for any reason. The final exam score can replace a zero for a missed test, or your lowest unit score if it benefits your course grade.

TEST RESULTS:  Test results will be posted in the EWA gradebook. Please bring a stamped, self-addressed envelope to the exam so that your instructor can return your test to you. Otherwise, you may 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. Homework and quizzes will be submitted through EWA, and traditional paper-and-pencil exams will be taken in-person at the Bradenton campus.

   A grade of 60% or better must be earned on the final exam in order to pass the course.

   ![](Image)

ATTENDANCE:  Since this is an online course, attendance will be measured by completion of EWA assignments as well as sitting for tests. During the first week of class, student attendance will be measured by completion of all parts of the Required Initial Assignment (described above).

   After the first week, students must display weekly activity in EWA (i.e. complete homework problems every week) and sit for all tests. Students who are inactive for any two weeks are subject to withdrawal from the course.

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. This semester, the withdrawal date is October 25, 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.

USE of the ARC:  The Academic Resource Center provides a variety of support for students in MAT 1033. The ARC is located on the Bradenton and Venice campuses: [http://www.scf.edu/StudentServices/AcademicResourceCenter/default.asp](http://www.scf.edu/StudentServices/AcademicResourceCenter/default.asp).

MISCONDUCT:  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.

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 your instructor 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 x61448 (TTY 941-480 3420) on the Venice campus and 941-752-5295 x65295 (TTY 941-751-8179) on the Bradenton campus.
<table>
<thead>
<tr>
<th>Week</th>
<th>Sections</th>
<th>Topics Covered</th>
<th>Due Dates</th>
<th>Additional Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>M 8/20 – F 8/24</td>
<td>ORIENTATION WebAssign Intro</td>
<td>M 8/20, T 8/28</td>
<td>BC 27-149, 5:30-6:30 PM</td>
</tr>
<tr>
<td>2</td>
<td>M 8/27 – F 8/31</td>
<td>Linear Inequalities</td>
<td>T 9/4, Forum: 8/31</td>
<td>P 110 # 1-45 eeo, 65, 69-72 all, 75, 77</td>
</tr>
<tr>
<td>3</td>
<td>*M 9/3 – F 9/7</td>
<td>Quiz: Sections 2.1 – 2.4</td>
<td>M 9/10, M 9/10</td>
<td>P 153 # 1-43 odds, 47-65 odds</td>
</tr>
<tr>
<td>4</td>
<td>M 9/10 – F 9/14</td>
<td>Linear Inequalities in Two Variables</td>
<td>M 9/17, M 9/17, M 10/17, Forum: 9/14</td>
<td>P 176 # 1-31 odds, 37-47 odds, 51-59 odds</td>
</tr>
<tr>
<td>5</td>
<td>M 9/17 – F 9/21</td>
<td>Test 1: Sections 3.1 – 3.6</td>
<td>M 9/17, M 9/24, M 10/1, M 10/1, Forum: 9/28</td>
<td>P 211 # 1-35 odds, 37, 41, 43, 47-65 odds</td>
</tr>
<tr>
<td>6</td>
<td>M 9/24 – F 9/28</td>
<td>Applications of Linear Systems</td>
<td>M 10/1, M 10/1</td>
<td>P 252 # 1-11 odds, 17-29 odds, 39-49 odds</td>
</tr>
<tr>
<td>7</td>
<td>M 10/1 – F 10/5</td>
<td>Quiz: Sections 3.8, 4.1, 4.3, 4.5</td>
<td>M 10/1</td>
<td>Course p. 76</td>
</tr>
<tr>
<td>8</td>
<td>M 10/8 - F 10/12</td>
<td>Factoring</td>
<td>M 10/15</td>
<td>P 316 # 1-65 eeo, 67-111 odds</td>
</tr>
<tr>
<td>9</td>
<td>M 10/15 – F 10/19</td>
<td>Test 2: Sections 5.1 – 5.8</td>
<td>M 10/15</td>
<td>M 10/22, P 358 # 1-61 eeo, 67, 77-105 odds, omit 89</td>
</tr>
<tr>
<td>10</td>
<td>M 10/22 – F 10/26</td>
<td>Multiply/Divide Rational Expressions</td>
<td>M 10/29</td>
<td>P 377 #1-41 eeo, 43,45,51-69 odds,79-103 odds</td>
</tr>
<tr>
<td>11</td>
<td>M 10/29 – F 11/2</td>
<td>Rational Equations</td>
<td>M 11/5</td>
<td>M 10/29, P 386 #1-61 eeo, 67, 75, 79, 81-107 odds</td>
</tr>
<tr>
<td>13</td>
<td>M 11/2 – F 11/6</td>
<td>Simplifying Radicals Adding and Subtracting Radicals Multiplying and</td>
<td>M 11/19, M 11/19</td>
<td>M 11/19, P 447 #1-73 eeo, 87-123 eeo</td>
</tr>
</tbody>
</table>

Final Exam: Monday Dec. 10, 5:30-7:30 PM BC 27-149, 5:30-7:30 PM

Final Grades Due 2:00 p.m.

**Notes:**
- *Friday 10/5, Faculty/Staff Development Day—no class or academic support labs. Classes scheduled 4 pm and later will meet as usual.
- *Thursday 10/25 – last day to withdraw with grade of W.


Frequently Asked Questions

1. **How do I get started in the class?**
   Read the syllabus and e-mail your instructor at williar1@scf.edu with any questions. Use the “Enrolling in Enhanced WebAssign” instructions posted in ANGEL under Lessons on the first day of class to sign up for Enhanced WebAssign (or EWA). Complete the Required Initial Assignment by the due date/time. From then on, follow the Lesson Procedures (outlined above) each week and see the Syllabus calendar for due dates.

2. **How is an online class different from a face-to-face class?**
   Successful online students must be much more organized and self-disciplined than traditional students. Students should expect to spend a minimum of 3 hours per week reading the textbook lesson and viewing lecture videos, and a minimum of another 3 hours per week completing practice problems in the Course Notes as well as Homework and Quizzes in EWA.

3. **What is the purpose of the Course Notes?**
   The Course Notes give you the opportunity to practice pencil-and-paper problems more similar to the tests. Answer Keys for each section in the Course Notes will be posted in EWA under Resources (bottom left-hand corner, where you view the lecture videos).

4. **How can I prepare for quizzes and tests?**
   (1) In the Course Notes, complete the Quiz Reviews and Test Reviews, and check the solutions posted in EWA. (2) You can redo past homework assignments in EWA for extra practice without affecting your grade.

5. **This was supposed to be an online class and I can’t take the exams on campus! What should I do?**
   You can take the exams at a proctored testing center with a more convenient location for you. It is your responsibility to find the testing center, pay any applicable fees, and contact your instructor immediately (no less than one week prior to the exam) with information on sending test materials to the test center. Students must take the exam on the same day as the rest of the class but can take the exam earlier in the day due to a time conflict. If students have just a time conflict but live near campus, it may be possible to schedule a test free of charge at an SCF Testing Center.

6. **How can I get help with a tricky Homework problem?**
   First, take advantage of the Help buttons in EWA. Next, check the EWA Forum for that section to see if anything has been posted already for your question. If all else fails, click “Ask Your Teacher” with the problem # and a detailed description of what you’ve tried and where you’re getting stuck.

7. **There weren’t enough examples in the EWA lecture videos. Where can I see more?**
   A great source of online videos is at MathTV.com. Topics for this class will appear under the Algebra heading. Mr. McKeague is our textbook author, so many of the examples on this website are very similar to what you’ll find in our book. And if you still want more examples, try searching in YouTube.

8. **I couldn’t submit my Homework assignment by the due date because [insert reason here]. Can I turn it in late?**
   Yes – for up to one week past the due date, you can click “Extension Requests” in an assignment to turn it in late. For problems completed after the due date, a 30% penalty will be applied. After a week past the due date, homework assignments can no longer be submitted late.

9. **Can I submit Quizzes late?**
   Nope! Unless you have a documented and valid excuse, quizzes must be submitted by the due date. Unlike homework, quizzes are timed (1 hour) and students must submit all answers at once, rather than question by question. Students are allowed 2 submissions per quiz to account for the unlikely possibility of technical glitches. It’s a good idea to work out all quiz questions with their answers on paper in case of a technical issue occurring.

10. **Since this is an online class and we won’t interact much... who are you?**
    Glad you asked! My name is Rebecca Williams, and I grew up in St. Pete. After graduating from high school, I moved to New York for 8 years where I studied math/econ for my undergrad and statistics in grad school, and worked as an actuary. Now I live in Sarasota with my husband, two cats, and a dog. I’d love to get to know my students better, so feel free to send me a “hello” e-mail at williar1@scf.edu to tell me a little about yourself in addition to your first Forum post. Better yet, if you get a chance stop by my office in Bradenton, 27-115. My office hours are printed at the top of the syllabus. Best of luck this semester!