



NORTH CENTRAL TEXAS COLLEGE ONLINE INTERMEDIATE ALGEBRA COURSE SYLLABUS

Course Name & Number	Intermediate Algebra MATH 0310	Semester & Year	Fall 2009
Instructor's Name	Linda Fuqua (pronounced: few-kwāy)	Office Phone #	940-668-4221
Instructor's Office #	Gainesville Campus Cox Building, room 326	E-mail Address	lfuqua@nctc.edu
Office Hours	MWF: 9:00-10:00 MWF: 1:00-2:00 TR: 9:00-11:00		
Catalog Description	Concepts instructed in this course are algebraic expressions: including polynomials and rational expressions, linear expressions and inequalities, exponents and radicals, quadratic equations and inequalities, functions and relations, conic sections, and systems of equations and inequalities. This course does not count toward graduation at NCTC.		
Course Competencies	At the completion of the course the student should be able to: <ul style="list-style-type: none">• Factor polynomials.• Solve equations and inequalities.• Use radical and rational exponents.• Solve quadratic functions.		
Prerequisite for MATH 0310	Pass Math 0305 (Beginning Algebra) with a "C" or better or <i>THEA</i> score placement.		
THEA Compliance	If you did not pass the <i>THEA</i> test, or other approved test, in Reading, or Writing, or Mathematics, you will be required to complete a College Prep course EVERY SEMESTER (including summers) until you complete the College Prep course sequence or provide passing test scores.		
Textbooks & Materials Required / Recommended	John Tobey, Jeffrey Slater, & Jamie Blair: <u>Beginning and Intermediate Algebra</u> , Prentice Hall, Inc., 2010, 3 rd ed. MyMathLab comes packaged with all new books. Basic and Scientific calculators are permitted. Suggested calculator is the TI-30XIIS. Graphing, cell phone, and PDA calculators are not permitted.		
Scholastic Integrity	Scholastic dishonesty shall include, but not be limited to cheating on a test, plagiarism, and collusion. See <i>Student Handbook</i> "Student Rights & Responsibilities: Student Conduct [FLB-(LOCAL)]" #18. Student violations of this policy will be reported to the appropriate Dean.		

**Grading
Policy &
Procedures**

Grade Scale: 90 – 100% = A; 80 – 89% = B; 70 – 79% = C; Below 70% = F
Your final grade will be determined from 5 tests, including the final exam, your quiz average, and your homework average. No makeup tests are given during the semester. All homework, quizzes, and tests are completed online in MyMathLab (MML). You can find a calendar posted in Angel. You will need an access code and a course id to register at www.coursecompass.com. Read the announcements in Angel for book information. The course id for your course can also be found in Angel, along with instructions, and the Attendance Policy Notification that you must ‘sign’ and submit no later than August 31st.

Plug-ins: You will need to download some plug-ins before viewing assignments. There are several places in MML for you to run the Installation Wizard. These plug-ins do not take very long to download. They are required for you to view the assignments and to generate new problems. Please call MML Technical Support at 1-800-677-6337 if you have issues downloading the plug-ins. I cannot answer technical computer problems.

Homework: All due dates are listed in MML. Except for the first two assignments, all homeworks are due on Wednesdays. Complete the assignments by midnight of the due date listed. Work ahead if possible, that way if you have complications we can take care of those before the due date. Please do not ask me to give you more time to complete an assignment. If you wait until the last minute to complete the assignment then something can and probably will go wrong. Not only that, but you may need more time on some assignments than others for a full understanding. You may start and stop a homework assignment as you please up until the due date. Each homework assignment can be printed so that you do not have to sit at the computer to work on the assignment. However, you do have to submit those answers in MML. I do not accept anything on paper for this course. I suggest that you have a spiral or notebook. Write each problem down and work it in this notebook for future reference. Just like you would in a regular class. You can then refer back to your homework if you need to for the quiz. The homework helps you to understand the material that is on each quiz and test. You may work each problem multiple times. You may input a wrong answer three times, at which point the computer will mark the problem wrong. You can then click on “similar exercise” for another problem similar to the one you missed. Using this method, you can make a 100 on each homework assignment. You will also find a button with step-by-step examples (do not use ‘show me how’ unless it is your third try and you’re still lost because it will replace the problem you were working on with another), a button for access to the textbook online, and videos with selected exercises. Your homework average will count as one test grade. Do yourself a favor and try to keep this average a 100. It will help you out by the end of the semester. If you should miss an assignment or do poorly, I do drop two or three of your lowest homework grades at the end of the semester. You can review all past homework assignments through your grade book in MML.

Quizzes: There are 11 quizzes. The lowest quiz grade will be dropped at the end of the semester. All due dates are listed in MML. All quiz dates are on Fridays by midnight. Try to complete the quiz early so that if you have any issues you can get help. You have five attempts at each quiz. The quiz does not have the extra help features that the homework has. It is set up the same as the tests. There should be

	<p>approximately 10 questions on each quiz. Again, keep a spiral, and work your problems in your spiral. Each quiz prepares you for the exam. If you have difficulty with the material in a quiz, then you need to go back and review the homework for better understanding. You can stop and start the quiz (do not submit until you are finished though!) up until the due date. You cannot print it until after you have submitted it. If you do stop in the middle of the quiz, then you must go to your grade book to resume the same quiz. You can review any past quizzes through the grade book.</p> <p>Tests: There are 5 tests, including the final exam. All tests are due on Sundays by midnight (except for the final). You have only one attempt at each test. A test review will be posted with each test. I strongly suggest that you go over the review before taking the test. The test will be similar to the quizzes. You may also stop and start the test if necessary (do not submit until finished though!). If you do stop in the middle of the test, you must go to your grade book to resume the test. The final exam must be completed the week of December 7th. The last day for the final exam will be December 10th by 3pm. No exceptions.</p> <p>Gradebook: The grade book in MML keeps a running average of your grade. I go over all quizzes and tests the Monday after they are due. I look for answers that are technically correct, but have not been submitted in ‘good form’. An example would be an answer of 14/16 that has not been simplified to 7/8. Your answers will be more complicated than this example, but you get the idea that I will be looking for answers that are technically correct.</p>
Attendance Policy	<p>Regular and punctual attendance is expected of all students in all College Prep classes for which they have registered. There are NO excused absences. You must log in and complete assignments every week. Our week will run from Monday to Sunday. Every Monday I check for attendance. After 2 weeks of absenteeism (non-participation), a student may be warned and referred to the College Preparatory Studies Department Chair. After a student has been absent from class for 4 weeks (non-participation), the student may be dropped. If the student is dropped from the only College Prep class in which he/she is enrolled and is TSI liable, the student will be DROPPED from all remaining courses for that semester. Inform the instructor in writing during the first week of class of any religious holidays observed this semester. Documentation must be given to the instructor at the class following the holiday.</p>
Class Rules	<ol style="list-style-type: none"> 1. You must log in and complete assignments on a weekly basis. 2. Do not ask me to extend the due dates. Work ahead on the assignments. 3. Our ‘week’ will run from Monday to Sunday every week beginning with the first day of class, which is August 24th. 4. You can go to the Math Lab on any NCTC campus during their posted hours for additional help. 5. You are welcome to come to my office during my posted hours. We can talk by phone if necessary. 6. I check my email at least twice a day, sometimes more. Please email me with any questions, problems, or concerns you have. 7. You only need to log into Angel for the first day of class. After that, please use the ‘communication’ tab in MML to send me an email. It is more convenient than logging into Angel just to send an email since we will spend all our time in MyMathLab.

ACCESS Program	<p>The ACCESS Program provides accommodations for students who have a documented disability. A disability is anything that can interfere with learning, such as a learning disability, psychological challenge or physical illness or injury. Accommodations may include extra time on tests, tests in a non-distracting environment, notetaker in class, etc. On the Corinth Campus, contact: Robin Truhe (rtruhe@nctc.edu, 940-498-6207) or Penny Cogbill (pcogbill@nctc.edu, 940-498-6212) in Suite 170. On the Gainesville Campus, contact Mary Martinson (mmartinson@nctc.edu, (940) 668-7731 ext. 4377) in ASC 111. Students can access the website by going to www.nctc.edu and clicking on the red button in the middle of the page labeled “Tutoring and Other ACADEMIC SUPPORT SERVICES” or by going directly to http://www.nctc.edu/Student_Services/Access/AcademicandStudentSupportServices.htm.</p>
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EEOC Statement	<p>North Central Texas College does not discriminate on the basis of race, color, national origin, gender, religion, age, or disability in the employment or the provision of services.</p>
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Additional Resources	<p>Student Success Center: The Student Success Center is designed to help all students at NCTC develop tools to achieve their academic goals. Students can attend free interactive workshops about Time Management, Study Skills, Test Anxiety, Choosing a Major, Learning Style Strategies, Career Exploration, and much more. This program also links students to FREE tutoring, including a Writing Center, a Math Lab, and free online. All students are invited to visit the Student Success Center located in Rooms 160, 170, 183, 188 in Corinth, Rooms 111 and 114 in Gainesville, and Room 124 in Bowie.</p> <p>TRIO Program: TRIO Programs are federally funded programs which offer services designed to assist students in achieving their academic goals. Services include educational workshops, academic advising, tutoring, personal counseling, career counseling, cultural enrichment, and financial aid information. Students may be eligible for TRIO if they are currently enrolled at North Central Texas College, have academic need, and meet at least ONE of THREE criteria which include: 1) first generation status—neither parent has graduated from college 2) income level is within federal low income guidelines, and/or 3) has a documented disability. TRIO is located in Room 170 on the Corinth Campus, Room 114 on the Gainesville Campus, and Room 124 on the Bowie Campus.</p> <p>Students can also access the Department of Student Success’ website by going to www.nctc.edu and clicking on the red button in the middle of the page labeled “Tutoring and Other ACADEMIC SUPPORT SERVICES”, or by going directly to http://www.nctc.edu/Student_Services/Access/AcademicandStudentSupportServices.htm.</p>
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Web Page	<p>Visit the North Central Texas College web page for information on registration, financial aid, counseling/advising, and cost of tuition and fees. You will also find information on the catalog and semester schedules as well as courses of study. You can keep up with what is happening on campus by checking the calendar of events and the sports news. The web has information on the library as well as links to other areas of interest. Check out our web page at http://www.nctc.edu. You can also learn more about the Department of College Preparatory Studies at http://www.nctc.edu/What We Teach/ArtsSciences/DevStudies/DevStud.html . From this site, students have access to information about department faculty members and their course syllabi. Additionally, students can navigate to a variety of educational resources for English, math, and reading, which were selected to enhance the College Preparatory Studies current curriculum and assist students in achieving their educational goals.</p>
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