

Instructor: Dr. Janice French
Office: 512 Math Sciences
Office Hours: Tuesday, Thursday – before and after class
Some evenings – 6:30-8:00 (I'll post on D2L)
Wednesdays – 11:30-2:00
Also by appointment
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Course Prerequisites. I assume you have completed the second course in the high school algebra curriculum, Algebra II, or Intermediate Algebra (MATH 0123). Further, I assume some minimal familiarity with a graphing calculator such as the Texas Instruments TI-83.

Course Objectives. To learn college-level algebra; to complete the college mathematics requirements for further study of mathematics and of mathematically-dependent subjects. We begin by studying some familiar functions - linear and quadratic - and then move on to some very special functions - polynomial, rational, exponential, and logarithmic. We will explore applications of these functions in the world around us. In the final portion of the course, we will study systems of equations and conic sections and see how these mathematical notions are applied.

Use of technology – Use of the graphing calculator has been carefully integrated into the course. Technology can be a tremendous aid in learning mathematics only if used *appropriately*. Technology is not a substitute for learning functions or any mathematics! Because of the importance of technology today, a goal of the course is that you are comfortable with it and that you know when it is *appropriate* to choose it in learning mathematics.

Required Textbook Package and Supplies.

- **Textbook Package.** You are required to have the textbook package for the course which consists of the textbook *College Algebra - Graphs and Models (4th edition)* by M. Bittinger, J. Beecher, D. Ellenbogen, and J. Penna. Addison Wesley Longman, Inc. , 2009 and the manual *Graphing Calculator Manual* by J. Penna, 2009.
- **Graphing Calculator.** You are required to have a graphing calculator for this course. I will be using a TI-83 Plus graphing calculator for some class demonstrations. You may check out a TI-83/TI-83 Plus graphing calculator from the Mathematics Department (401 MS) for use during the semester while the supply lasts; there is NO charge.

Course Evaluation - Grades

There are 630 points possible in this course, distributed among homework, exams, and the final exam as shown below. Note: the final exam score counts twice, so it contributes 200 points to your grade. Attendance in class and attendance at the MLRC can directly contribute points to your grade. See below.

Examinations. There will be three (3) examinations with a maximum possible score of 100 points each and a 100 point comprehensive final examination which will be recorded twice. *Make-up examinations* will be given only for very **serious and unavoidable** conflicts, and *only if* your request to present a make-up examination is approved by your instructor **in advance**. If this condition is not satisfied, it is understood that the opportunity to present a make-up examination is voided. All make-up exams will be

given on the last day of Finals Week during the period scheduled for make-up exams. Bring your student ID to each examination.

Exam Dates. Our exams will be held on the following dates; mark your calendar NOW! I will announce which sections they cover at least two class periods in advance.

- Exam 1: Thursday, February 2**
- Exam 2: Thursday, March 1**
- Exam 3: Thursday, April 5**
- Final Exam: Thursday, May 3 - 4:00-5:50**

Course grades will be determined according to the following distribution.

ALEKS Exam Requirement ¹ (More details to follow)	30 points
Homework and in-class exercises	100 points
Examination 1	100 points
Examination 2	100 points
Examination 3	100 points
Final Examination	100 points
Final Examination	<u>100 points</u>
TOTAL	630 points

Letter grades will be assigned according to the following scale.

567 - 630 points	A
504 - 566 points	B
441 - 503 points	C
378 - 440 points	D
0 - 377 points	F

Notes.

1. Final grades will not be curved.
2. Your class attendance will be recorded.
3. *At the end of the semester*, your Attendance/Participation Score (100 points maximum) will be used to replace any one of the three (3) examination scores or one of the two (2) Final Examination scores provided it improves your letter grade *and* you earned at least one passing grade on these assessments. The Attendance Score will not be used to replace a homework score.

Homework Grade. All homework will be collected and selected problems will be graded. Homework will be assigned daily, and must be turned in during the following class period; you must be present for the entire class session to turn in homework. The staff in the mathematics office has been instructed not to accept homework papers. NO LATE HOMEWORK WILL BE ACCEPTED BY THE INSTRUCTOR.

Homework assignments must be submitted in the following manner:

1. Your name will be prominently displayed on each page.
2. Textbook page and problem numbers will be prominently displayed.
3. Problems will be submitted in the order in which they were assigned. Please work in one column only. All problems must be **numbered clearly, in the left-hand margin.**
4. The pages will be stapled together and will have **no ragged edges.**
5. You **must show all work** to receive credit. Please circle the answers.

If these conditions are not met, your work will not be evaluated; it will be returned to you with the assigned grade of 0.

MLRC: Mathematics Learning Resource Center. The MLRC is an invaluable resource to support your mathematical learning. They are located on the 4th floor of the Classroom Building (420 CLB, 405-744-5818). For more information, see the Attendance and MLRC Participation handout, visit the MLRC

¹ Details will be provided later, both in class and on D2L.

website at www.math.okstate.edu/mlrc, or call 405-744-5688. The MLRC schedule is posted on the D2L site. Please remember that it is only open Monday through Friday, and it is closed for all holidays.

Attendance/Class Participation Score. Daily attendance is critically important. It is difficult, and sometimes impossible, to succeed in a college course without regular attendance. To encourage good habits, I will allow attendance, participation, and MLRC participation to improve your grade. Based on how often you attend and participate in class and on how often you get help in the MLRC, you will be assigned an "Attendance/Participation Score." Throughout the semester, you may earn an Attendance/Participation Score of up to 100 points. This optional score is a privilege that allows students who put forth good effort to improve their grade directly. Keep in mind that satisfying these conditions is also critical to your overall success in the class; without these efforts, you are much less likely to be successful in the course, independent of this extra grade opportunity.

The 100 possible total points of the Attendance/Participation Score are split into two categories:

1. **Class Attendance and Participation (40 points maximum):** At least once per day, I will take attendance in some way. For each absence, 2 points will be deducted from the maximum of 40. You must be in class for the entire class session to be counted as present. You also must actively participate in class; otherwise, you may lose up to 2 points per day. This attendance score can only help your semester grade.
2. **MLRC Participation (60 points maximum):** In addition to participating in class daily, you can also earn points by using the free resources at the Mathematics Learning Resource Center (MLRC). You may earn up to 60 points in the following ways:
 - 2 MLRC Points for each 30-59 minutes spent at the MLRC in one sitting.
 - 4 MLRC Points for each 60+ minutes spent at the MLRC in one sitting.
 - You may earn up to a 4 MLRC Points on any particular day. You may, of course, visit the MLRC as much as you would like in a day, but you are limited to earning 4 MLRC Points on that day.

The first and last day that you can earn points will be announced in class. The MLRC will keep a record of your MLRC Points and will report your score to me. **To ensure that your points are recorded each time that you go to the MLRC, make sure that you check in with your OSU Student ID and identify yourself as a College Algebra Student.** I also encourage you to keep a log of the dates and times that you visited for your own reference. MLRC Points will not be recorded if you check into the MLRC during the time your class meets.

The first time you go to the MLRC:

- Bring your 9-digit Student ID Number and your OSU Student ID Card to the MLRC check-in (420 CLB).
- Be sure you know the COURSE AND SECTION in which you are enrolled.

Every time you go to the MLRC: Check in at the MLRC with your OSU Student ID Card.

A schedule of the times when the MLRC is open this semester will be posted in D2L.

At the end of the semester, your MLRC/Attendance Score (100 points maximum) may be used to replace any one of the three (3) examination scores or one of the two (2) Final Examination scores provided it improves your letter grade *and* you earned at least one passing grade on these assessments. The MLRC/Attendance Score will **not** be used to replace a homework score.

More on Class Attendance. Class attendance involving active participation is a very important element in your success in learning college algebra. **YOU ARE EXPECTED TO ACTIVELY PARTICIPATE IN**

EACH CLASS SESSION. The Class Attendance Score (40 points maximum) is achieved by your regular attendance at class sessions. Experience has shown a definite correlation between good class attendance and good grades. Your Class Attendance Score is determined by your total number of absences during class sessions. Note: Signing the class Attendance Sheet for another student is not permitted; this is unethical behavior, and would be a violation of the Academic Integrity Policy and the appropriate University policies will be employed. Of course, you won't get anything out of the class if you are there physically but not mentally or if you are unprepared. If you do not actively participate in the class activities, your attendance/participation grade will suffer, even if you have few or no unexcused absences. In addition, if you have not completed the necessary preparation for class, you will lose attendance points. Simply showing up to class is not enough.

Because of the value I place on our class sessions as active learning opportunities, I ask that you assume responsibility for being physically present no later than 12:30 pm. *If you are late for whatever reason, please respect your classmates and do not interrupt the class session already in progress.* If you do miss a class session, you are responsible for finding out what you missed from a classmate, including any announcements and notes from class discussions. I also realize that you may have a class that follows this one; I will dismiss each class session promptly at 1:45 pm. Please be respectful and do not start packing up before then.

Office Hours. I encourage you to come talk to me during my office hours (or email for an appointment if you can't make any of those times) when you have questions or concerns. When you come to my office hours or to the MLRC, you should come prepared with specific questions. We will not give you an overview of the content or summarize the book for you. You should have already taken notes on the online lectures, read through and taken notes on the relevant portions of the textbook, and attempted some problems. Be prepared to tell me or the tutor where you are stuck or what concepts are still confusing to you, and we will be happy to help.

Additional Information – Please see the information posted on the class D2L site.

Final Note. Any changes in this syllabus will be communicated to you by the instructor.