# Math 1314.003IN
# College Algebra
# Summer 2021
# Online Course

**Instructor Information:**  James Griffiths
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281-635-2117     cell phone (preferred)

**Student hours and location:**  MTWThF  11:00 am – 12:00 pm using the email addresses or phone number given above.

**Required Textbook:**  College Algebra, by Beecher, Penna, Bittinger, fifth edition, published by Addison Wesley.  The homework and quizzes as well as the e-text and videos for this course are on line at mymathlab.com.  The access code for MyMathLab may be purchased with the textbook or may be purchased separately on line at mymathlab.com.  You need the access code and the course code to gain access to MyMathLab today.  **The course code is griffiths69263**.

**Course Description:**  College Algebra is the study of functions including linear, quadratic, polynomial, rational, exponential and logarithmic functions; matrices, determinants, systems of linear equations.

**Course requirements:**

**Homework Assignments on MyMathLab:**  There is a homework assignment for each unit covered.  These are listed on the course outline of this syllabus.  Each day's homework assignments must be completed by 11:59 pm on the due date shown on both the course outline and on the list of assignments on MyMathLab.

**Quizzes on MyMathLab:** Four quizzes will be done on MyMathLab. Like the homework assignments, the due dates are shown on both the course outline on this syllabus and on the assignment list on MyMathLab. Unlike the homework assignments, the quizzes must be taken in one sitting, they are timed, and the student gets only one attempt to answer each question. The quizzes may be retaken one time. The higher of the two grades will be used to determine the student's quiz average.

**Chapter Exams on MyMathLab:** There are four exams which cover the chapters in the text book. The exams are taken on MyMathLab and are to be finished by the due dates shown on the course outline on this syllabus and on the course outline on MyMathLab. The student has two hours to take each exam. Like the quizzes, the exams must be taken in one sitting, and the student gets only one attempt to answer each question. Exams may not be retaken. However, if the grade on the final exam is higher than the lowest chapter exam grade, the final exam grade will replace the lowest chapter exam grade.

**Comprehensive Final Exam on MyMathLab:** The comprehensive final exam is taken on MyMathLab and must be finished by the due date shown on the course outline on this syllabus and on the assignment list on MyMathLab. The student has two hours to complete the final exam. The final exam must be taken in one sitting, and the student gets only one attempt to answer each question. The final exam may not be retaken.

**Determination of Course Grade/Detailed Grading Formula:**

| | |
|---|---|
| Comprehensive Final Exam | 20% |
| Average of Chapter Exams | 60% |
| Homework Average | 10% |
| Quiz Average | 10% |
| Final Average | 100% |

**Grade I**: Given unforeseen circumstances that result in the student's inability to successfully complete the course objectives, an I-Contract may be requested from the instructor assuming the following criteria have been met:
1. Have a passing overall average (70 or higher)
2. All work completed except for The Final Exam.

**Grading Scale:**
Grade A:  Final Average is [89.5, 100]
Grade B:  Final Average is [79.5, 89.5)
Grade C:  Final Average is [69.5, 79.5)
Grade D:  Final Average is [59.5, 69.5)
Grade F:  Final Average is  [0, 59.5)

**Late Work, Make-Up, and Extra-Credit Policy:**  There is a twenty point penalty for all homework and quizzes submitted after the due date.  No work related to an exam, may be made up after the date of the exam.  There are no make-up exams unless: 1) the student notifies the instructor before the exam due date, and 2) the reason for the requested make-up exam is extraordinary.  Extra-credit may be given on assignments from time to time throughout the course at the discretion of the instructor.  Their worth and the requirements for earning the extra-credit will be discussed at the time of the assignments.

**Attendance Policy:**  Students at COM are expected to participate every week for which they are registered.  Per COM policy, students are required to log on to their course at least twice per week, but I would strongly suggest logging in each day to complete the necessary assignments on time that are required of this course.

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.  I can answer mundane questions about the course or about homework, quiz or exam questions using the phone numbers or email addresses given at the top of the syllabus, but if you have a question about your grade, you must log into your email account at COM and email me at my COM email to state your question and to receive my reply.

**Table Mapping SLO's and Core Objectives**

| Student Learner Outcomes | Maps to Core Objective | Assessed via this Assignment |
|---|---|---|
| 1. Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, and inverses. | Critical Thinking Skills (CT) | Exam |
| 2. Recognize and apply polynomial, rational, exponential and logarithmic functions and solve related equations. | Critical Thinking Skills (CT) | Exam |
| 3. Apply graphing techniques. | Visual Communication Skills (CS) | Quiz |
| 4. Evaluate all roots (zeros) of higher degree polynomials and rational functions. | Critical Thinking Skills (CT) | Quiz |
| 5. Recognize, solve and apply systems of linear equations using matrices. | Empirical and Quantitative Skills (EQS) | Exam |

**Academic Dishonesty:** College of the Mainland is committed to a high standard of academic integrity. All students are responsible for honesty and independent effort. Incidents of academic and scholastic dishonesty (including cheating, plagiarism, and collusion) will be dealt with in a manner that is consistent with College Policy and the Student Handbook. Any student found to have been academically dishonest on an assignment, quiz or exam will receive a zero for that assignment, quiz or exam and he or she will be referred to the Office of Student Conduct for further disciplinary action. Please read the sections of *Standards of Student Conduct and Discipline and Penalties* in the on-line Student Handbook

**Student Concerns:** If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Mr. Leslie Richardson, Math Department Chair, at 409-933-8329 or lrichardson@com.edu.

**Course outline:**

| Week | Date | Sections |
|------|------|----------|
| 1 | 7/12 | Orientation Exercises   Due 7/14 |
| | | 1.1  Introduction to Graphing   Due 7/14 |
| | | 1.2  Functions and Graphs   Due 7/14 |
| | 7/13 | 1.3  Linear Functions, Slope, and Applications   Due 7/14 |
| | | 1.4  Equations of Lines and Modeling   Due 7/14 |
| | 7/14 | 1.5  Linear Equations, Functions, Zeros, Applications   Due 7/14 |
| | | **Quiz 1 (1.1 – 1.5)   Due 7/14** |
| | | 2.1  Increasing, Decreasing, and Piecewise Functions   Due 7/19 |
| | 7/15 | 2.2  Algebra of Functions   Due 7/19 |
| | | 2.3  Composition of Functions   Due 7/19 |
| | 7/16 | 2.5  Transformations   Due 7/19 |
| | | Review for Exam 1   Due 7/19 |
| | | |
| 2 | 7/19 | **Exam 1 (1.1 – 2.5)   Due 7/19** |
| | | 3.2  Quadratic Equations, Functions, Zeros, Models   Due 7/22 |
| | 7/20 | 3.3  Analyzing Graphs of Quadratic Functions   Due 7/22 |
| | | 4.1  Polynomial Functions and Models   Due 7/22 |
| | 7/21 | 4.2  Graphing Polynomial Functions   Due 7/22 |
| | | 4.3  Polynomial Division; The Remainder Theorem, |
| | | The Factor Theorem   Due 7/22 |
| | 7/22 | 4.5  Rational Functions   Due 7/22 |
| | | **Quiz 2 (3.2, 4.3, 4.5)   Due 7/22** |
| | 7/23 | 4.6  Polynomial Inequalities & Rational Inequalities   Due 7/26 |
| | | Review for Exam 2   Due 7/26 |
| | | |
| 3 | 7/26 | **Exam 2 (3.2 – 4.5)   Due 7/26** |
| | | 5.1  Inverse Functions   Due 7/29 |
| | 7/27 | 5.2  Exponential Functions and Graphs   Due 7/29 |
| | 7/28 | 5.3  Logarithmic Functions and Graphs   Due 7/29 |
| | 7/29 | **Quiz 3 (5.1 – 5.3)   Due 7/29** |
| | | 5.4  Properties of Logarithmic Functions   Due 8/3 |
| | 7/30 | 5.5  Solving Exponential and Logarithmic Equations   Due 8/3 |

| 4 | 8/2 | 5.6 Applicatons and Models: Growth and Decay, Compound Interest   Due 8/3 |
| | | Review for Exam 3   Due 8/3 |
| | 8/3 | **Exam 3 (5.1 – 5.6)   Due 8/3** |
| | | 6.1 Systems of Equations in Two Variables   Due 8/6 |
| | 8/4 | 6.3 Matrices and Systems of Equations   Due 8/6 |
| | 8/5 | 6.2 Systems of Equations in Three Variables   Due 8/6 |
| | 8/6 | 6.4 Matrix Operations   Due 8/6 |
| | | **Quiz 4 (6.1 – 6.4)   Due 8/6** |
| | | |
| 5 | 8/9 | 6.5 Inverses of Matrices   Due 8/11 |
| | 8/10 | Review for Exam 4   Due 8/11 |
| | 8/11 | **Exam 4 (6.2 – 6.4)   Due 8/11** |
| | 8/12 | Review for Comprehensive Final Exam   Due 8/13 |
| | 8/13 | **Comprehensive Final Exam   Due 8/13** |

*The syllabus is subject to change at the discretion of the instructor.*

**Institutional Policies and Guidelines**

**Grade Appeal Process:**  Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. <[https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf). *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.* [https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf)

**Academic Success & Support Services:**  College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or hbankston@com.edu.  The Office of Services for Students with Disabilities is located in the Student Success Center.

**Counseling Statement:** Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to set up their appointment.  Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

**Textbook Purchasing Statement:**  A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore.  The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:**  Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw is Friday, August 6$^{th}$ for the 2nd 5-week session.

**F$_N$ Grading:** The F$_N$ grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F$_N$ grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the F$_N$ grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F$_N$ grade.

**Early Alert Program:**  The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us.  I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance.  If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**COVID-19 Statement:** All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland's Coronavirus Information site at www.com.edu/coronavirus. In compliance with Governor Abbott's May 18 Executive Order, face coverings/masks will no longer be required on COM campus.  Protocols and college signage are being updated.  We will no longer enforce any COM protocol that requires face coverings. We continue to encourage all members of the COM community to distance when possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit com.edu/coronavirus for future updates.

**Success Tips:**
- Schedule your study time and be diligent in sticking with it.  It is recommended that you allocate two hours outside of class for each hour in class.
- Find a study partner.
  Studying with another person can help keep you motivated and on task.
- Be an active learner.
  - Attend all your classes and be on time.
  - Listen carefully, take good notes and participate in class.
  - Review your class notes regularly
  - Read the textbook.
  - Do all the assignments.
  - Study for all the exams using the reviews provided. Rework homework problems.
  - Seek help when something is unclear, don't put it off.
- Have a positive attitude. You can learn math!
- Use resources that are available.
- Use the instructor's office hours.
  - Use the free tutoring that is available in the Math Lab, TVB 1306

For a more comprehensive list, click the **Study Skills** tab on MyMathLab.

**To register for MyMathLab,**
Use a reliable web platform (Google or Firefox are recommended for windows) and go to **mymathlab.com**.
Under **Register Now**, click on **student**.
Read the new page and click on **OK! Register Now**.
Under **Enter course ID**, enter **griffiths69263** and click on **continue**.
Read the new page.
If you have a Pearson account, enter **user name** and **password** and click **sign in**.
If you do not have a Pearson account, click **create**. On the new page enter the requested information (follow their lead), accept the license agreement, and click **create account**.
Read the new page.
If you have the course access code, click **access code**, enter it, and click **finish**.
If you do not have the course access code, you can either:
Pay for your access to MyMathLab using a credit card or Pay Pal, click on the amount, enter the requested information, and follow their lead, or
Take advantage of the 14 day free trial offer. In the sentence toward the bottom of the page, click **Get temporary access without payment for 14 days**, on the next page, click **yes**. Warning! If you choose this option and fail to pay within the 14 days, you will be dropped from MyMathLab and you will lose all the grades you have earned.


**To Read the e-text on MyMathLab,**
Log onto MyMathLab.
Click on your course.
Click on **Multimedia Library** on the menu on the left.
Select the chapter using the drop down menu.
Check the **Multimedia Textbook** box.
Click **Find Now**.
Scroll down. Click on the section you wish to read.
Begin reading.
You can move forward or backward through the pages using the right arrow or left arrow at the top of the page toward the left.

**To Watch a Video on MyMathLab,**
Log onto MyMathLab.
Click on your course.
Click on **Multimedia Library** on the menu on the left.
Select the chapter using the drop down menu.
Select the unit using the drop down menu.
Check the video box.
Click **Find Now**.
Click on the video title you wish to watch, (there may be more than one).


**To do a homework assignment on MyMathLab,**
Log into My Math Lab.
Click the **Sign In** button and enter your Login Name and Password.
Click on the appropriate class.
Click on the **Assignments** tab.
Click on the homework assignment you wish to do.
Read the question and instructions for entering the answer carefully, and show
    all appropriate work in your notebook.
Enter your answer in the box provided, and then click the CHECK ANSWER
    button.
If needed, click the SIMILAR EXERCISE button to redo the exercise, (You have
    up to five attempts for each exercise.)
If the submitted answer is correct, click on the SAVE button to send your
    results to the gradebook.  Your grade will show up in the GRADEBOOK and
    will be automatically accessible to both you and your professor.
Click on the next question to continue.