Math 1513 - College Algebra — Spring 2020

Instructor Contact Information

Location:	http://www.aleks.com and https://blackboard.se.edu
Instructor:	Dr. Karl Frinkle
Office:	MTH 112
Office Hours:	MWF 11:00-11:50, MW 13:00-13:50, TR 14:00-15:15, or by appt.
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Course Description

The study of functions, systems of equations, theory of equations, sequences and series, matrices and determinants, combinatorics

Course Prerequisites

Math ACT of at least 19 or a passing score on the departmental placement exam or Math 0123.

Required Materials

Software: You will need an *access code* for *ALEKS*, where all homework and exams are to be completed. The *ALEKS course* code for this course is: **MPTJP-XLVKK**

Text: With the access code, you will have access to an electronic version of the text via the course page on *ALEKS*.

Calculator: *ALEKS* has a built in calculator, so no calculator is required.

Access to a smart phone with a camera, or some other type of document imaging device. If you prefer to do your assignments by hand, please write in a dark pen or pencil so that your work can be read from the image you send to me of said work.

It is extremely important that you obtain course materials before the start date of the course, including the textbook. You do not have to wait until you receive a copy of the syllabus to find out the required book for a given course. You may use the SE Official Bookstore to find the book. Try it now! Go to goo.gl/jRh3v0 (this is a shortened web-address for the SE Bookstore), type in the information for one of your courses, and see the book!

Optional Materials

Text: *College Algebra*, 3rd Ed. by John W. Coburn, ISBN # 9780077732929 / # 9780077343415

Technology Requirements

Please read the Technical Requirements policy on the Southeastern Distance Education website

http://homepages.se.edu/blackboard/student-support/browser-recommendations/

In summary, you will need access to a reliable computer with adequate specs and a reliable internet connection, with a backup plan in case you experience technical difficulty. Oftentimes technical problems are browser related, so if this occurs try a different browser. Typically Chrome and Firefox work best BlackBoard.

Minimum Technical Skills

Students enrolled in this course will be expected to navigate BlackBoard to obtain course content and complete assignments. Students may also be required to use other SE resources such as the SE library. To ensure each student is adequately equipped for these requirements, you have each been enrolled in a resource course titled Online Student Orientation. There, you will learn to navigate within the BlackBoard folders and modules, as well as use the BlackBoard resources. You will also

learn about Respondus and ZOOM. You will complete tutorials on a variety of skills to help you take full advantage of what Blackboard and SE has to offer. If you have trouble loading the tutorials, please review the troubleshooting page upon entering the tutorials module. This course will provide you with the skills needed to succeed in this and other online courses. The Orientation course will take approximately two to four hours to complete in full. You will be required to provide proof of completion of the orientation before gaining access to course work folders. Discovery of falsified credentials (badge) is an integrity violation and will follow SE's academic integrity policy.

Prerequisites Knowledge

Correct grammar, spelling, and punctuation are necessary in a college course. Therefore, you are encouraged to take advantage of the resource "course" Basics of Language Training (BOLT). These modules are self-paced and will serve as a refresher course for writing. Each online course will require correct usage of grammar and APA format. The Basics of Language Training (BOLT) course contains self-paced modules on APA basic format as well as Citing Sources in APA. You are strongly encouraged to review these modules to be fully prepared for your courses. If you are unable to demonstrate adequate usage of grammar, punctuation, spelling, or APA format, your instructor(s) may require work to be completed in the Basics of Language Training (BOLT) Course. The BOLT course will remain available to students throughout the program so that they may return to it as necessary.

Additionally, the menu of each course will have a link to the Purdue OWL site, which is an excellent resource for quick reference when completing work.

Definition of a Week

Each week will begin at 12:00am Monday and will end at 11:59pm Sunday. This will be the time frame for which students will be expected to work within a given week's folder. All assignments will be due at 11:59pm, and the last assignment each week will be due on Sunday. All times will be based on the Central Standard Time zone

Work Load

The amount of time you will spend in each course will vary from class to class, largely depending on prior education and experience with the topic of the class. Instructors will provide approximate time expectations for each task in the course, but individually, you may spend more or less on any given item depending on you reading speed, the need to re-read content, and how quickly you comprehend the subject and requirements. It is roughly estimated that you will spend an average of 12-15 hours per week in any given course.

Standard Grading Rubrics

There are two grading rubrics for this course, one for the weekly written assignments, and one for the weekly discussion boards.

Course Policies

Course Availability Courses will be made available to students one week (7 days) in advance of the start date.

Course Content Availability All homework assignments are made available at the beginning of the semester.

Late Work No extra assignments will be given any time during the semester to bring up your grade. When extenuating circumstances arise, the instructor has the right to handle the situation on an individual basis. Excuses such as "The system was down" or "I couldn't get to a computer" are not considered extenuating circumstances. Do not wait until the last minute to complete and/or submit assignments and you will not encounter these types of problems. Similarly, no make up tests will be given. It is your responsibility to meet deadlines and timelines for tests, even if they fall during holidays!

University Policies

Attendance: The Registrar's office defines attendance in online classes as:

- *Stopped Attending*: Students who were participating online but have stopped submitting any assignments, etc. without contacting/making arrangements with you.
- *Never Attended*: Students who never accessed Backboard to view the course or never completed any assignments that were due for the course. Statistics Tracking in BlackBoard will be utilized in part for determining teacher candidates' accessing of BlackBoard.
- *Excessive Absences*: Students who have submitted some work but are infrequent in their participation or late on assignments – leading to a failing grade.

Regular and routine participation is required to be "in attendance" for the course. This includes regularly logging in, turning in homework by required dates/times, and participating in discussion forums. **It is imperative that you check the course website frequently.**. Participation, or lack thereof, may also affect your financial aid. Remember, BlackBoard automatically tracks and records every click once you log into a BlackBoard course. BlackBoard administrators can see if and when you logged on, the date and time of day you logged on, and what you accessed once you logged in to the course.

Registrar's definitions above will be used for all reporting purposes, per SE policy.

Mandatory Statements

Counseling Center: Any student experiencing mental or emotional issues who desires free, confidential, clinical counseling is encouraged to contact the SE Counseling Center at (580) 745-2988 to schedule an appointment during normal working hours Monday-Friday, 8:00AM to 5:00PM. For after-hours mental health emergencies, please call SE Campus Police at (580) 745-2911 or the Mental Health Crisis Hotline at 1-(800) 522-1090.

Disability Accommodations: Any student needing special accommodations due to a disability should contact the Office of Compliance and Safety, Administration Building, Suite 311 or call (580) 745-3090 (TDD# 745-2704). It is the responsibility of each student who anticipates or experiences barriers to their academic experience to make an official request for disability related accommodations in a timely manner.

Equity and Non-Discrimination Statement: Southeastern Oklahoma State University, in compliance with all applicable federal and state laws and regulations, does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, sexual orientation, gender identity, or status as a veteran in any of its policies, practices, procedures, or programs. This includes, but is not limited to: admissions, employment, financial aid, and educational services. Inquiries regarding non-discrimination and equity policies may be directed to: Michael Davis, Director of Compliance and Safety & Title IX Coordinator, (580) 745-3090, or mdavisse.edu

Academic Dishonesty: Academic dishonesty of any kind will not be tolerated. You may fail an assignment, fail the course or be expelled from the University for academic dishonesty. As a student, it is your responsibility to be familiar with and abide by The Student Code of Conduct, which may be viewed in the Student Handbook. Please note that your own original work is expected for all assignments that you submit. Ignorance is not generally accepted as an excuse.

Course Format

Menu Each course will utilize a Course Template to accomplish a common look and feel.

1. Course Home Page - Here, students may obtain quick information regarding announcements, assignments due, etc.

2. Announcements - Announcements may be used to clarify assignments, make changes in the schedule, provide holistic feedback to the class, etc.
3. START HERE!! - This section will contain the syllabus, the instructor's contact information, course policies, etc.
4. COURSE WORK - Here students will find a folder for each week of the course. All the content, assignments, etc. will be placed into the appropriate week's folder.
5. ALEKS - This is a link to the book's companion website where you will be doing your section homework assignments and taking your exams. The e-text can be found here as well.
6. Discussion Boards - Where you will go to solve your weekly discussion board problems, and to gain mastery of very specific topics each week.
7. Student Tools - Students may access any student tool from this area, including grades. They can also email the instructor or classmates from here.
8. Student Email - All university announcements and other communication with instructors will be sent to student email. This link gives quick convenient access to student email.
9. Henry G. Bennett Library - This is a link to the SE online library for convenience.
10. Tutor.com - For all your tutoring needs (specially off hours). Do not forget, there is math tutoring on campus!
11. Bb Support Live Chat - Having BlackBoard related issues? Click here.

Weekly Folders There are Seven Weekly Folders, located on the BlackBoard Home page tabs, containing all course exercises. Students will collaborate with the instructor and each other via the online tools provided by BlackBoard, including discussion boards. All assignments, instructions, and explanations will be posted to BlackBoard within the corresponding weekly folder. On the front of the folder is the Introduction. It will give you a summary of the contents of the folder as well as an introduction to the subject matter. Assignments, Quizzes, Discussion Boards, and Exams are contained in the sub-folders. The course content will be available from the beginning of the course with due dates listed for each assignment. Please note than early submission of an assignment will not result in the assignment being graded earlier.

Assignment Schedule The following table is an abbreviated list of all assignments due each week, along with their point values.

#	Assignment	Assign Date	Due Date	Pts	Week	Objectives Alignment
1	Section R.1 Homework	January 13th	January 19th	30	1	1
2	Section R.2 Homework	January 13th	January 19th	30	1	1
3	Section R.3 Homework	January 13th	January 19th	30	1	1
4	Section R.4 Homework	January 13th	January 19th	30	1	1
5	Section R.5 Homework	January 13th	January 19th	30	1	1,5
6	Section R.6 Homework	January 13th	January 19th	30	1	1
7	Written Assignment #1	January 13th	January 19th	30	1	1
8	Discussion Board #1	January 13th	January 19th	30	1	1
9	**Chapter R Exam**	**January 13th**	**January 26th**	75	2	1,5
10	Section 1.1 Homework	January 13th	January 26th	30	2	2
11	Section 1.2 Homework	January 13th	January 26th	30	2	2

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12	Section 1.3 Homework	January 13th	January 26th	30	2	2
13	Section 1.4 Homework	January 13th	January 26th	30	2	2
14	Section 1.5 Homework	January 13th	January 26th	30	2	2
15	Written Assignment #2	January 13th	January 26th	30	2	2
16	Discussion Board #2	January 13th	January 26th	30	2	2
17	Section 1.6 Homework	January 13th	February 2nd	30	3	2
18	**Chapter 1 Exam**	**January 13th**	**February 2nd**	75	3	2
19	Section 2.1 Homework	January 13th	February 2nd	30	3	3
20	Section 2.2 Homework	January 13th	February 2nd	30	3	3
21	Section 2.3 Homework	January 13th	February 2nd	30	3	3
22	Section 2.4 Homework	January 13th	February 2nd	30	3	3
23	Written Assignment #3	January 13th	February 2nd	30	3	3
24	Discussion Board #3	January 13th	February 2nd	30	3	3
25	Section 2.5 Homework	January 13th	February 9th	30	4	3
26	**Chapter 2 Exam**	**January 13th**	**February 9th**	75	4	3
27	Section 3.1 Homework	January 13th	February 9th	30	4	4
28	Section 3.3 Homework	January 13th	February 9th	30	4	4,7
29	Section 3.4 Homework	January 13th	February 9th	30	4	4
30	Section 3.5 Homework	January 13th	February 9th	30	4	4
31	Written Assignment #4	January 13th	February 9th	30	4	4
32	Discussion Board #4	January 13th	February 9th	30	4	4
33	**Chapter 3 Exam**	**January 13th**	**February 16th**	75	5	4,7
34	Section 4.1 Homework	January 13th	February 16th	30	5	4,5,7
35	Section 4.2 Homework	January 13th	February 16th	30	5	5
36	Section 4.3 Homework	January 13th	February 16th	30	5	5
37	Section 4.4 Homework	January 13th	February 16th	30	5	5
38	Section 4.5 Homework	January 13th	February 16th	30	5	5
39	Written Assignment #5	January 13th	February 16th	30	5	5
40	Discussion Board #5	January 13th	February 16th	30	5	5
41	Section 4.6 Homework	January 13th	February 23rd	30	6	2, 5
42	**Chapter 4 Exam**	**January 13th**	**February 23rd**	75	6	2, 4,5,7
43	Section 5.1 Homework	January 13th	February 23rd	30	6	3, 6
44	Section 5.2 Homework	January 13th	February 23rd	30	6	6
45	Section 5.3 Homework	January 13th	February 23rd	30	6	6
46	Section 5.4 Homework	January 13th	February 23rd	30	6	6
47	Written Assignment #6	January 13th	February 23rd	30	6	6
48	Discussion Board #6	January 13th	February 23rd	30	6	6
49	Section 5.5 Homework	January 13th	March 1st	30	7	6
50	Section 5.6 Homework	January 13th	March 1st	30	7	6, 7
51	**Chapter 5 Exam**	**January 13th**	**March 1st**	75	7	3, 6, 7
52	**Cumulative Final Exam**	**January 13th**	**March 1st**	180	7	1 - 7
53	Written Assignment #7	January 13th	March 1st	30	7	6
54	Discussion Board #7	January 13th	March 1st	30	7	6

Learning Objectives

The following objectives will be met in this class:

1. Demonstrate use of basic algebraic concepts and expressions including absolute value, factoring, rational expressions, exponents, and radicals.
2. Solve linear and quadratic equations including absolute values and inequalities and use those concepts to analyze applied problems.
3. Solve and graph basic algebraic functions.

4. Use graphing techniques and transformations to analyze the behavior of functions.
5. Solve and graph polynomial and rational functions.
6. Solve exponential and logarithmic functions and be able to analyze their graphs in appropriate applications.
7. Students will synthesize algebraic concepts to analyze real world problems and discover appropriate methods to reach a solution.

Weekly Module Learning Objectives

The following is a list of the weekly desired learning outcomes:

- Week 1 - Students will learn about properties of real numbers, and will also compute absolute values, roots and powers of numbers, as well as review the basic principles of factoring.
  (See Course Learning Objectives 1 and 5)
- Week 2 - Students will learn about linear and quadratic equations, and will then combine the concepts of linear equations, inequalities, and absolute values to solve for more complex problems.
  (See Course Learning Objective 2)
- Week 3 - Students will learn all the background information required to work with functions. By the end of this week, students will be able describe basic properties of standard geometric objects in the coordinate plane.
  (See Course Learning Objective 3)
- Week 4 - By the end of week 4, students will have mastered the concepts regarding functions, how they are graphed, and will also have developed techniques on how to create new functions from already existing functions in a very methodical manner.
  (See Course Learning Objectives 4 and 7)
- Week 5 - Students will learn how to find roots of polynomials, its relationship to factoring, and how it aides in graphing polynomials. Students will then apply many of the same principles to aid in graphing rational function.
  (See Course Learning Objectives 2, 4, 5, and 7)
- Week 6 - Students will increase their understanding of functions, by learning about inverses. By the end of the week, students will understand how to work with exponential functions, and their inverse functions – the logarithm.
  (See Course Learning Objective 3 and 6)
- Week 7 - Students will be able to manipulate exponential and logarithmic functions, and use them to solve real world problems.
  (See Course Learning Objectives 3, 6, and 7)

Grading Policy

Each activity will incur points. Homework assignments on *ALEKS* are worth 30 points each, and there are 33 homework assignments. At the end of each chapter, there will be a test, each of which will be worth 75 points. The final exam is cumulative and will be worth 180 points. The weekly graded online discussions and written assignments are each worth 30 points as well.

Grade Distribution Per Type of Assignment

type	amounts	points	total	percent
homework	33	30	990	50.4%
exams	6	75	375	19.1%
final exam	1	180	180	9.2%
discussion boards	7	30	210	10.7%
written assignments	7	30	210	10.7%

Rounding to the next letter grade is not automatic and will be at the discretion of the instructor. The grading scale is as follows:

Letter Grade	Percentage Range	Points Range
A	90-100 %	1836-2040
B	80-89 %	1632-1835
C	70-79 %	1428-1631
D	60-69 %	1224-1427
F	0-59 %	0-1223

Instructor Feedback

Expectations of Instructor and Students: Students should expect a timely response to email questions and prompt grading and posting of assignments. Unless an announcement was posted indicating my lack of availability, you should receive a response to your email within 24 hours. If you haven't received a response within 24 hours, please email again just in case I overlooked it. Grading and posting of scores for all assignments for each week will be completed before the next week's assignment are due. Usually grades are entered into BlackBoard within 36 hours of the due date.

Other Policies: The instructor reserves the right to make adjustments to the syllabus and/or grading policy as needed in order to meet the instructional needs and goals of the class. Students will be notified of any adjustments to the syllabus.

Course Evaluations

All students are asked to complete an anonymous evaluation of this course. A link to the course evaluation will be provided in Blackboard/Announcements during the last week of the course.