

Instructor: Connor Davis

Office: MSCS 435

**Office Hours: 10:30 - 11:30 Tuesday at the MLSC,
10:30 - 11:30 Thursday at my office, or by appointment**

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Email: connojd@okstate.edu

Webpage: oc.okstate.edu (D2L)

Connect Math Tech Support: 1-949-390-2095 or <http://support.connectmath.com/>

ALEKS Tech Support: 1-714-619-7090

Syllabus Attachment. OSU has compiled useful information that applies to all classes at http://academicaffairs.okstate.edu/sites/default/files/Spring_2016_Syllabus.pdf

This website includes add/drop/withdrawal dates, university holidays, accommodations for students with disabilities, academic resources, and much more. You are responsible for reading this information and having any questions answered.

This study of College Algebra involves the use of technology – the use of the graphing calculator has been integrated into the delivery of this course. Online methods are also used. Technology can be a tremendous aid in learning mathematics if it is used appropriately. Technology is not a "quick fix" to 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.

Course Prerequisites. A minimum score of 30 on the ALEKS assessment or a grade of C or better in Math 1483. Some minimal familiarity with a graphing calculator such as the Texas Instrument TI-83 Plus is also required.

Course Objectives. To learn college-level algebra and to complete the college mathematics requirements for further study of mathematics and of mathematically-dependent subjects.

Required Textbook Package and Supplies.

- ***Connect Math Homework and Textbook & ALEKS Homework Package.*** The bursar account of each student enrolled in this course two weeks after the university drop deadline will be charged for access to the Connect Math and ALEKS homework and e-textbook. There are also several resources and a gradebook provided online. If you desire a softbound printed textbook it can be ordered directly from McGraw-Hill from the Connect Math homepage for \$15.00.
- ***Graphing Calculator.*** You are required to have a TI-83 or a TI-84 series graphing calculator (CAS system, TI Nspire, or similar calculators are not allowed for this course). I will be using a TI-83 Plus graphing calculator for class demonstrations. You may check out a TI-83 Plus graphing calculator from the Mathematics Department (401 MSCS) for use during the semester while the supply lasts; there is no charge.

Course Evaluation. There will be a total of 1000 points possible in this course, distributed among homework, worksheets, group work, MLSC participation, mid-term exams, and the final exam as shown below. Course grades will be determined according to the following distribution:

Homework	190 points	Letter grades will be assigned according to the following scale:
Worksheets	110 points	
In Class Group Work	40 points	
MLSC Participation	60 points	
Mid-Term Exam 1, 2, 3, 4	400 points	
Final Examination	200 points	
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TOTAL	1000 points	900-1000 points A
		800-899 points B
		700-799 points C
		600-699 points D
		0-599 points F

Examinations. There will be four, fifty-minute exams with a possible score of 100 points each and a 200 point comprehensive final exam. *Make-up midterm exams* will be considered only if the request is made in writing to the Course Coordinator (Rae Tree -- rae.tree@okstate.edu) at least 72 hours in advance for known conflicts that are documented, valid and unavoidable; or if your request is made in writing to the Course Coordinator within 24 hours when last minute extenuating circumstances arise (documentation required). If this condition is not satisfied, it is understood that the opportunity to receive a make-up exam is voided. In the instance that a make-up exam is appropriate, the College Algebra course coordinator will schedule and administer the make-up exam in a timely manner. With rare exceptions all make-up midterm exams must be completed one week from the time of the scheduled exam. Bring your student ID to each examination.

Exam Dates. Our exams will be held on the following dates:

Exam 1: Thursday, February 11 over 1.1-1.8

Exam 2: Thursday, March 3 over 2.1, 2.3-2.8, 5.1 & 3.7

Exam 3: Thursday, March 31 over 3.1-3.5, 2.2, 7.1 & 7.3

Exam 4: Thursday, April 21 over 4.1-4.6

Final Exam: Tuesday, May 3, 4:00-5:50pm (Comprehensive) @ CLBN 101

Homework Grade. Homework will be done online using Connect Math (and ALEKS Prep for the first three weeks of the semester). The homework category is worth 190 points and each Connect assignment will be worth 5 points. The ALEKS Prep portion is worth 20 points. ALEKS Prep requires you to master 120 topics. The first thing you will do for ALEKS Prep is take an "initial knowledge check". The better you do on this initial check, the more topics you will "test out" of, so it is in your best interest to do as best you can on the initial check. The remaining topics will be mastered by working through the ALEKS program. Each time you master 20 new topics, you will take a progress check. Once you complete all of the 120 topics, there will be a "final assessment" to determine the retained mastery of topics.

Worksheets. During the semester you will complete worksheets about once a week as noted in the course outline. The worksheets will be due at the beginning of the class session on the due date. Late worksheets will not be accepted. All work must be shown. The worksheet category will be worth 110 points and each worksheet will be worth 10 points.

In Class Group Work. Periodically (about once a week) over the semester, group work will be completed in class. You must be present to complete the group work. Group work cannot be made up. The Group Work category will be worth 40 points and each group work will be worth 4 points.

MLSC: Mathematics Learning Success Center - The MLSC is an invaluable resource to support your mathematical learning. The MLSC is located on the 5th floor of Edmon Low. For more information, visit the MLSC website at www.math.okstate.edu/mlsc, or call 405-744-5818 or 405-744-5688.

MLSC Participation. You will earn points by using the free resources at the Mathematics Learning Success Center (MLSC). Each week (Sunday-Friday) you will spend a minimum of one hour at the MLSC to earn MLSC participation points. Four points will be earned each week, beginning the week of January 11 and ending the Friday (April 29) of pre-finals week. The MLSC may be open during finals week, but participation points will not be earned. **To ensure that your points are recorded each time that you go to the MLSC, make sure that you check in and check out with your OSU Student ID and identify yourself as a College Algebra student.**

Fifteen minutes is the minimum amount of time you can earn for any given visit to the MLSC. So suppose you have accumulated 50 minutes for one week. In order to get the all-or-nothing MLSC points for that particular week, you have to spend at least 15 more minutes, not 10, to get the points. **Every time you go to the MLSC, check in and check out with your OSU ID card.**

The MLSC is open the following times this semester:

Sunday	1:00pm – 9:00pm
Monday – Thursday	9:00am – 9:00pm
Friday	9:00am – 5:00pm
The MLSC will be closed on University Holidays	

Electronics In The Classroom. I don't mind if you have electronics in class. My only request is not to hear whatever it is that you are listening to. Phones should be kept on silent or vibrate, and you need to use headphones if you listen to music. The only electronics you can use on test days are approved calculators.

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 participate in each class period. Signing the class attendance sheet for another student is not permitted. If it is determined that a student signed in for another student, this unethical conduct will be regarded as a violation of academic integrity 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.

Drop and Withdrawal Policy (General University Policy 2-0206). "Dropping" means withdrawing from a specific course while "withdrawal" means withdrawing from all courses and leaving the university for the remainder of the term. The drop and withdrawal dates are noted on the syllabus attachment. It is your responsibility to know and comply with all deadlines. Reasons similar to those listed below will not result in approval for dropping a course after the deadline (from OSU Policy 4.03):

- a. Student's lack of knowledge or misunderstanding of the deadline.
- b. Student waited to get the results of an exam or other assignment.
- c. Student's grades have declined since the deadline.
- d. Student doesn't need the course for graduation.
- e. Different deadlines existed at a previous school.

Incomplete Grade. The grade of "I" is given to students who satisfactorily complete the majority of the course work and whose work averages "D" or better, but who have been unavoidably prevented from completing the remaining work of the course. A condition that the students must repeat the course in order to remove the "I" is not permitted. The maximum time allowed for a student to remove an "I" is one calendar year.

Academic Integrity. The university has explicit rules governing academic integrity. Please consult the OSU Spring 2016 Syllabus Attachment mentioned above.

Working with another person or in study groups on problems can be helpful in learning the material. I encourage you to work together if you find it helpful. However, all written and online work submitted must be your own. Copying someone else's problem solution, showing your written solution to someone else, or having another person complete your online work is prohibited; such behaviors are regarded as violations of academic integrity and will be treated according to the university's policy. In order to be successful in learning the material and doing well on the examinations you must think very hard about the problems themselves before discussing them with anyone else.

Special Accommodations for Students. "If you think you have a qualified disability and need special accommodations, you should notify the instructor and request verification of eligibility for accommodations from the Office of Student Disability Services. Please advise the instructor of your disability as soon as possible, and contact Student Disability Services, to ensure timely implementation of appropriate accommodations. Faculty have an obligation to respond when they receive official notice of a disability but are under no obligation to provide retroactive accommodations. To receive services, you must submit appropriate documentation and complete an intake process during which the existence of a

qualified disability is verified and reasonable accommodations are identified. Call 405-744-7116 or go to <http://sds.okstate.edu/>." (OSU Spring 2016 Syllabus Attachment)

Office Hours. I encourage you to come talk to me during my office hours (or email me 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 MLSC, you should come prepared with specific questions.

Final Note. Any changes in this syllabus will be communicated to you by the instructor in class or on D2L.