

Instructor: Zachery Ayers

Office: MSCS 438

Office Hours: TBA (I will post these as an announcement in D2L)

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

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.

Course Prerequisites - A minimum score of 45 on the ALEKS Placement 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.** The bursar account of each individual enrolled in College Algebra will be charged for access to the Connect Math and e-textbook, after the University drop deadline. 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.** For this course, you are required to have a TI-83 or TI-84 series graphing calculator (CAS systems, TI-nspire, or similar calculators are not allowed.) 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 as long as you return the calculator on time at the end of the semester.

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

Online homework	160 points
Worksheets	140 points
In-class group work	40 points
Exams (165 pts. each)	660 points

Total	1000 points

Letter grades will be assigned according to the following point intervals:

A	-----	[900, 1000]
B	-----	[800, 900)
C	-----	[700, 800)
D	-----	[600, 700)
F	-----	[0, 600)

Examinations - There will be four 75-minute examinations with a possible score of 165 points each. (This includes the final exam, which will be comprehensive.) In order to take a make-up exam, you must email me at least 72 hours in advance for known conflicts that are documented, valid and unavoidable. In the event of last-minute extenuating circumstances, you must contact me at least 24 hours in advance (documentation will still be required).

If these conditions are 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, I 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: Wednesday, June 22 (Sections 1.1-1.8, 2.1, 2.3-2.5)

Exam 2: Thursday, July 7 (Sections 5.1, 2.6-2.8, 3.7, 3.1-3.5)

Exam 3: Thursday, July 21 (Sections 2.2, 7.1, 7.3, 4.1-4.6)

Final Exam: Thursday, July 28 (Comprehensive, including Sections 8.1 & 8.2)

Homework - Online homework will be completed using the Connect Math program. The homework category will be worth 160 points, and each Connect assignment will be worth 5 points. Late homework will not be accepted; it is your responsibility to make sure you complete each assignment on time before it closes in Connect.

Worksheets - During the semester you will complete worksheets approximately every 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 140 points and each worksheet will be worth 20 points.

In-Class Group Work - Periodically students will complete group work in class. You must be present to complete the group work, and it cannot be made up. The group work category will be worth 40 points, and each group work will be worth 5 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 the Library. (Check in at the front desk.) For more information, visit the MLSC website at www.math.okstate.edu/mlsc, or call 405-744-5818 or 405-744-5688. The MLSC is open during the summer Monday through Thursday, from 10:30am until 5:00pm.

Electronics in the Classroom - The only electronics device I allow students to use during class time is their graphing calculator. All other devices should be put away, out of sight. Any exception to this will need to be discussed with and approved by me ahead of time. There is well-documented evidence that the use of electronic devices during class is highly distracting both to the student using the device and to other nearby students. (One study showed that having a cell phone sitting on a student's desk had a negative impact on the academic performance of students sitting near that desk—*even though the cell phone wasn't even turned on!*)

Students have the right to waste their tuition money by not paying attention during class, but students do not have the right to disrespect their classmates by distracting them while they are trying to learn during the lecture.

More on Class Attendance - 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.

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 10:30am, and for staying for the duration of the class period. If for some reason you will need to leave early, come talk to me before the beginning of class. 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 11:45am.

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 balance 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 on line work is prohibited; such behaviors are regarded as violations of academic integrity and will be treated according to the University's policy. (That besides, in my experience, most students are far less clever than they think, and you might be surprised how easy it is to tell when someone has copied math work from another student.) In order to be successful in learning the material and doing well on the examinations, you must think very hard about the problems on your own before discussing them with anyone else.

Special Accommodations for Students - If you have need of special accommodations in this class, please contact me as soon as possible. You will also want to get in touch with Student Disability Services; see the syllabus attachment for more information.

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 in the MLSC, you should come prepared with specific questions. You should have already reviewed your lecture notes, read through and taken notes on the relevant portions of the textbook, and attempted some problems. Be prepared to tell me (or the tutor, if you seek help in the MLSC) where you are stuck or what concepts are still confusing to you, and I will be happy to help.

Any changes in this syllabus will be communicated to you by the instructor in class or on the course website.