

This is a rigorous college level mathematics course. Hence, in order to be successful in the class, it is important that you are prepared for it. Otherwise, it will only slow your progress and hurt your grade. The pretest is given as a tool to help you determine whether you are prepared to study 1314. You should get at least 20 correct answers. If you cannot answer correctly 20 or more questions, you need to talk to me regarding your options which may include enrolling in Math 0310, 0308 or 0306 to help you prepared for taking 1314.

Required Materials:

Textbook: College Algebra, OpenStax

The book is available for free at:

<https://openstax.org/details/books/college-algebra>

(You are required to download the pdf version of the book into your computer, ipad or phone)

WebAssign Online Homework

You are required to register at <http://webassign.net/> by the end of Friday, January 20. The class key is: **lonestar.northharris 1987 8996**

The cost is \$33.95.

Course Websites: <http://apps.lonestar.edu/blogs/vindang/spring-2017/math-1314-1209-college-algebra-930am/> (Syllabus, calendar, class notes, review sheets, practice exams, etc.)

<https://d21.lonestar.edu/> (this is for the purpose of recording your grades only)

INSTRUCTOR GUIDELINES AND POLICIES:

FINAL GRADE CALCULATION:

WebAssign Homework	15%
4 Regular Exams	60% (4 exams @ 15% each)
Final Exam	25%

GRADING POLICY:

90 – 100: A; 80 – 89: B; 70 – 79: C, 60 – 69: D, Below 60: F.

If any of your exam scores is below 50%, you cannot receive a grade of “A” for the course, no matter what your percentage works out to be.

ATTENDANCE POLICY:

- Your attendance is critical. **I reserve the right to drop you after 3 or more absences.**
- You are expected to attend all classes and be on time. If you are more than 10 minutes late, it is counted as an absence. Arriving late to class or leaving the classroom in the middle of lecture is disrespectful and disruptive to your classmates and professor. Unless prior arrangement is made with me, I will count you as being absent if you disrupt my lecture by either coming late or leaving in the middle of lecture. I might drop students who arrive late or leave early three or more consecutive times.

HOMEWORK:

- The homework is assigned using WebAssign to provide you with valuable online resources and immediate feedback. Do the homework for a section immediately after we cover that section in class. The due date for each homework assignment is posted on WebAssign and in the class calendar. You are responsible for knowing which assignment is due when and complete the assignment before the due date. You must complete each homework assignment by the due date. Otherwise, you will receive a zero. I generally do not extend the deadline but if you have an emergency, talk to me as soon as possible.
- The only way to learn mathematics is to DO mathematics. The homework is designed to help you understand the essential material and develop your problem solving skills. With limited class time, there will be many important extensions of concepts and techniques and many types of problems that are covered in the homework assignments instead of in class. Therefore, the key to keep up with the fast pace of the course and do well in exams is to constantly practice solving homework problems and understand all the steps, concepts, definitions and results involved in their solutions.
- Visit my office during office hours or visit the MAC center for help with homework problems when you get stuck. I also strongly encourage you to work in groups and collaborate on the homework assignments. However, do not simply copy the answers from your classmates, make sure you understand every step of the solutions and all the concepts involved in a problem.
- **I reserve the right to drop you after 5 or more zero homework assignments.**

REGULAR EXAMS/FINAL EXAM MAKE-UP POLICY:

- You will have 4 regular exams and a final. You must show all work on the written part of the exam. Calculators will be allowed on exams. However, you **MUST** use calculators that I supply (Scientific Calculators, usually TI30XIIS). You are **NOT** allowed use your own calculator on exams. No books, notes or cheat sheets are allowed on any of the exams.
- No make-up exams will be given. I do understand that schedules get hectic. Thus, if you know in advance that you will need to miss an exam, let me know and I will try to make an arrangement. The following guidelines will apply:
 - You must notify me both in person and via email.
 - You must notify me at least one week prior to the exam date.
 - If you wish to take the exam, you must take it before the regular scheduled time.
 - Notice that a panicked cellphone call from the freeway on the morning of the exam does not fall into this category. Such an event is covered below.
 - Notice that asking me several days (or weeks or months) after the exam does not fall into this category. Such an event is covered below

- I also understand that unforeseeable events can occur. Hence, I will replace the lowest of your exam#1-4 scores with the score you make on the final exam, provided the score on the final exam is higher than your lowest regular exam scores. If you miss an exam, you will simply have your score from the final substituted for the missing score. The following guidelines will apply:
 - The final exam will not be replaced. You must take the final.
 - If you miss 2 exams, only one will be replaced.

EXTRA CREDIT:

You can earn an extra of 10 points on each regular exam by completing the practice exams posted on my website (usually a week before the exam date). Guidelines will be posted there and you must follow these guidelines exactly to earn the points.

No extra credit points are available for the final exam.

USE OF PERSONAL ELECTRONIC EQUIPMENT IN CLASS:

- **Phones and text messaging:** Out of courtesy to your classmates and your instructor, you are not permitted to use any form of electronic communication device during class. Please turn off all cell phones, pagers, etc. If you must have an electronic device turned on for emergency contact purposes, please inform me ahead of time. Then, if you receive a call, you may excuse yourself from class to conduct your business in the hall. You may then return to class when your business is completed.
- **Laptops:** Students may bring to class electronic equipment that can access the Internet, as long as the equipment is used with the instructor's knowledge and permission. Use of these devices in class for reasons other than pertaining to class, is prohibited, and students who do so, will be asked to leave the classroom.
- During regular exams and the final, you must turn off all your cell phones, laptops, PDA's, ipads, etc. and put them in your backpacks or purses and put your backpacks or purses in the front of the class. **If I see you have an electronic communication device with you during the exam, you will receive a zero on the exam regardless of whether you use it or not. This is absolutely non-negotiable.**

BEHAVIOR:

I have zero tolerance for disrespectful behaviors and language in class, during my office hours or in emails. Students who engage in such behaviors will be removed from the class room or dropped from the class, depending on the circumstances. I will also remove any individual from the lectures/discussions and/or the course who is deemed by me and/or others to be disrupting the educational process. This is a fast-paced course and there are a lot of material to cover. Hence, I will spend most, if not all, of class time to lecture on the important concepts, some problem solving techniques and examples. If you have homework questions, policy questions, or clarification questions on previous material, come to my office during my office hours and I will be happy to answer them. On the other hand, I welcome and encourage you to answer the questions and exercises that I pose during my lecture.

HOW TO EMAIL YOUR PROFESSOR:

View an Email to a Professor as a Professional Interaction:

- Begin your email by addressing your professor by title and last name, and end your email with a closing and your signature. (For example, begin by “Dear/Hi Dr. Dang” or Professor Dang. End by ”Sincerely, Your Name” or “Thanks, Your Name.”)
- Be clear and concise. Use correct spelling and proper grammar.
- Always use an informative subject line. Write a few words indicating the purpose of your message. Do not leave the subject line blank.
- Specify who you are and specify which class you are taking before diving into the specifics.
- Before composing an email to your professor, check the syllabus. Class policies, such as office hours, assignment details, policies on missed classes and exams, etc. are addressed in the syllabus. If something is still not clear, then by all means ask your question --- but first attempt to answer the question yourself and only write if you need further clarification.
- Do not make demands. Explain your circumstances and your needs, and ask politely for accommodation.
- Do not use your email to vent, rant, or whine. If you have a complaint, or are not happy about something, explain yourself calmly and ask if anything can be done. You may very well be frustrated about a situation, but sending an angry email will not help things. In situations like this, it is also often more helpful to talk to the professor in person rather than send an email -- particularly since tone and intent can often be misinterpreted in emails.
- Be respectful, and consider whether anything you have written might sound rude or offensive to your professor.
- Allow time for a response. Allow 24-48 hours for a professor to reply -- possibly more if it is a weekend or holiday.

READING THE BOOK:

Except for the first day, I expect you to read the sections that we are going to cover in class before coming to class. That way, class time will be more like a review and you can follow my lecture and internalize the important concepts, techniques and examples we cover much more effectively.

RESPONSIBILITIES:

1. Successful students follow instructions. The syllabus and class calendar are the primary sources of instructions in any college course; so successful students read them carefully and refer to them regularly.
2. Successful students keep up with the material by doing the homework, reading the textbook and taking notes.
3. Successful students are careful to make sure that they have taken accurate notes and ask questions before due dates.

4. Successful students look up information first so that they ask informed questions, not questions they already have the answers to. If they can't find the answers, they contact the professor during office hours or email (whichever is most appropriate for the question).
5. Successful students pay close attention to how they can best and most easily learn the material in a particular subject area. You may find it helpful to take a learning styles inventory to guide your study habits. You can access one online at <http://www.metamath.com/lswb/dvcllearn.htm>. If you have difficulty figuring out how best to learn the material in this class, please make an appointment to see me.
6. Successful students, those that get A's, B's, and C's, use their time wisely. The standard formula for college coursework is that every hour of class time will result in two to three hours of homework, so a three unit class will do an average of six or more hours of homework (doing homework, reading textbook, studying notes) per week. As a result, successful students plan their time wisely so that they keep up with assignments.

THINGS I HATE:

1. WILL THIS BE ON THE TEST?

Everything covered in class and problems that are similar to homework problems will be fair game for the test.

2. WHEN IS THE FINAL?
3. NOT FOLLOWING BLATANT DIRECTIONS.
4. NOT STOPPING AN EXAM WHEN TIME IS CALLED.
5. HOW MANY QUESTIONS WILL THERE BE ON THE TEST?
6. DO YOU HAVE A CALCULATOR I CAN USE?
7. DO YOU HAVE A PENCIL I CAN USE?
8. IS THERE ANY EXTRA CREDIT?
9. **COMPLAINING ABOUT HAVING TO BE HERE.**

RESOURCES:

Math Lab Tutoring: Students can get free help from tutors in MAC center (across the hall from Winship 115 - the math office). No appointment is necessary and the Lab is staffed with a tutor or tutors during all the hours it is open.

Rhonda Cannon, Counselor for Math and Natural Sciences, is available in Winship 115G to assist you in meeting your academic, career, and personal goals.

WITHDRAWAL POLICY:

Withdrawal from the course after the official day of record and prior to "W" Day, will result in a final grade of "W" on your transcript. No credit will be awarded for a course earning a "W." If you stop attending class, you must withdraw at the registration office prior to "W" day. If you stop attending

class and do not officially withdraw, you will receive an “F” for the course. At all times during the semester, you, the student are responsible for ensuring that you are properly enrolled in the course and should you decide to, you are properly withdrawn from the course.

SIX DROP RULE:

Students who enrolled in Texas public institutions of higher education as first-time college students during the Fall 2007 term or later are subject to section 51.907 of the Texas Education Code, which states that an institution of higher education may not permit a student to drop (withdraw with a grade of “W”) from more than six courses, including courses that a transfer student has previously dropped at other Texas public institutions of higher education that have already been counted against their six drop limit. Each student should fully understand this drop limit before you drop any course. Please see a Counselor or Advisor in our Student Services area for additional information and assistance.

Keep records of all work (including test scores) at least until you have received your grade from the admissions office following completion of the course. If you believe an error exists, communicate no later than ten days after the start of the next session / semester.

ACADEMIC INTEGRITY:

The Lone Star College System upholds the core values of learning: honesty, respect, fairness, and accountability. The system promotes the importance of personal and academic honesty. The system embraces the belief that all learners – students, faculty, staff and administrators – will act with integrity and honesty and must produce their own work and give appropriate credit to the work of others. Fabrication of sources, cheating, or unauthorized collaboration is not permitted on any work submitted within the system.

The consequences for academic dishonesty are determined by the professor, or the professor and academic dean, or the professor and chief student services officer and can include but are not limited to:

1. Having additional class requirements imposed,
2. Receiving a grade of zero or “F” for an exam or assignment,
3. Receiving a grade of “F” for the course,
4. Being withdrawn from the course or program,
5. Being expelled from the college system.

STUDENT BEHAVIOR EXPECTATIONS:

Students are expected to conduct themselves appropriately while on College property or in an online environment. Students may receive disciplinary action up to and including suspension, if they violate System or College rules, disrupt classes, or interfere with the opportunity of others to obtain an education. Students who pose a threat to the safety of others will be subject to immediate withdrawal from the classroom, campus environment, and/or online environment, as well as face subsequent criminal charges, as appropriate. Please refer to the Student Code of Conduct located online at <http://www.lonestar.edu/student-responsibilities.htm> for additional information.

AMERICANS WITH DISABILITIES ACT STATEMENT:

Lone Star College is dedicated to providing the least restrictive environment for all students. We promote equity in academic access through the implementation of reasonable accommodations as required by the Vocational Rehabilitation Act of 1973, Title V, Section 504 and the Americans with Disabilities Act of 1990 (ADA) which will enable students with disabilities to participate in and benefit from all post-secondary educational activities.

CAMPUS SAFETY AND SECURITY:

Lone Star College System is committed to maintaining the safety of the students, faculty, staff, and guests while visiting one of our campuses. See <http://www.lonestar.edu/safety-nh.htm> for details. Register at <http://www.lonestar.edu/12803.htm> to receive emergency notifications. In the event of an emergency, contact the police at 5911.

COMPUTER VIRUS PROTECTION:

Computer viruses are, unfortunately, a fact of life. Using flash drives on more than one computer creates the possibility of infecting additional computers and flash drives with computer viruses. This exposes college computers, personal computers, and any other computers to potentially damaging viruses. The college has aggressive anti-virus procedures in place to protect its computers, but cannot guarantee that a virus might not temporarily infect one of its machines. It is your responsibility to protect all computers under your control and use and ensure that each flash drive you use, wherever you use it, has been scanned with anti-virus software.

EQUAL OPPORTUNITY STATEMENT:

It is the policy of the Lone Star College System to provide equal employment, admission and educational opportunities without regard to race, color, creed, national origin, gender, age, veteran's status, sexual orientation, or disability.

Lone Star Colleges strive to provide an excellent learning environment free from harassment or intimidation directed at any person's race, color, creed, national origin, gender, age, veteran's status, sexual orientation, or disability. Any form of harassment will not be tolerated.

FERPA:

The academic, financial, and non-directory information on your student account is confidential and protected by the Family Educational Rights & Privacy Act (FERPA). LSCS cannot release certain information to another person without your written authorization. The Authorization to Release Student Information Form can be found at http://www.lonestar.edu/departments/admissions/ARC-011_FERPA_Privacy_Request.pdf.

INTERNET AND EMAIL:

LSCS provides computing and network resources. You are encouraged to use the computers, software packages, and electronic mail (e-mail) for educational or System-related activities and to facilitate the efficient exchange of useful information. The equipment, software, and network capacities provided through the district computer services are the property of the System. Use of the equipment and networks is to comport with the policies and procedures of the System and access may be denied to any student who fails to comply with the System's policies and procedures regarding its use.

Access to the System's e-mail and similar electronic communications systems are a privilege and certain responsibilities accompany that privilege. All users are expected to demonstrate the same level of ethical and professional manner, as is required in face-to-face or written communications. Threatening, anonymous, or forged messages will be treated as a violation of this policy.

SOFTWARE PIRACY:

Law strictly prohibits unauthorized copying of software purchased by Lone Star College for use in laboratories. Lone Star College administration will take appropriate disciplinary action against anyone violating copyright laws.

Week Number	LECTURE MATERIAL	HOMEWORK
1		
JAN 17	Syllabus and Pretest	
JAN 19	2.5: Quadratic Equations	WebAssign HW1. Due Jan 27 by 11:59pm
2		
JAN 24	2.6: Other Types of Equations	WebAssign HW2 and HW3. Due Feb 3 by 11:59pm
JAN 26	3.1: Functions and Function Notation	
3		
JAN 31	3.2: Domain and Range	WebAssign HW4. Due Feb 10 by 11:59pm
FEB 2	Test 1 Review	
4		
FEB 7	Test 1 Covers 2.5, 2.6, 3.1 and 3.2	
FEB 9	3.3: Rates of Change and Behavior of Graphs	WebAssign HW5. Due Feb 17 by 11:59pm
5		
FEB 14	3.4: Composition of Functions	WebAssign HW6 and HW7. Due Feb 24 by 11:59pm
FEB 16	3.5: Transformation of Functions	
6		
FEB 21	3.6: Absolute Value Functions 3.7: Inverse Functions	WebAssign HW8 and HW9. Due Mar 3 by 11:59pm
FEB 23	Test 2 Review	

Week Number	LECTURE MATERIAL	HOMEWORK
7		
FEB 28	Test 2 Covers 3.3, 3.4, 3.5, 3.6 and 3.7	
MAR 2	4.1: Linear Functions	WebAssign HW10. Due Mar 10 by 11:59pm
8		
MAR 7	5.1: Quadratic Functions	WebAssign HW11 and HW12. Due Mar 18 by 11:59pm
MAR 9	5.2: Power Functions and Polynomial Functions	
9		
Spring Break College Closed March 13-19, 2016		
10		
MAR 21	5.3: Graphs of Polynomial Functions	WebAssign HW13. Due Mar 31 by 11:59pm
MAR 23	Test 3 Review	
11		
MAR 28	Test 3 Covers 4.1, 5.1, 5.2, and 5.3	
MAR 30	5.4: Dividing Polynomials	WebAssign HW14. Due April 7 by 11:59pm
12		
APRIL 4	5.5: Zeros of Polynomial Functions	WebAssign HW15 and HW16. Due April 14 by 11:59pm
APRIL 6	5.6: Rational Functions	
13		
APRIL 11	6.1: Exponential Functions 6.2: Graphs of Exponential Functions	WebAssign HW17 and HW18. Due April 21 by 11:59pm
APRIL 13	Test 4 Review	

Week Number	LECTURE MATERIAL	HOMEWORK
14		
APRIL 18	Test 4 Covers 5.4, 5.5, 5.6, 6.1, and 6.2	
APRIL 20	6.3: Logarithmic Functions 6.4: Graphs of Logarithmic Functions	WebAssign HW19 and HW20. Due April 28 by 11:59pm
15		
APRIL 25	6.5: Logarithmic Properties	WebAssign HW21 and HW22. Due May 5 by 11:59pm
APRIL 27	6.6: Exponential and Logarithmic Equations	
16		
MAY 2	7.6: Solving Systems with Gaussian Elimination	WebAssign HW23. Due May 12 by 11:59pm
MAY 4	Final Exam Review	
17		
The Final Exam is on May 11, 2017 from 9:30 to 11:20am. The final exam is comprehensive.		