Math 1314 College Algebra

I. PROFESSOR CONTACT INFORMATION:

Professor:	Dr. Vinh Dang	**Office Phone:**	281-618-5684
Office:	WINSHIP 115 T	**Office Hours**	T/Th:12-2pm M/W: 2:30-3pm Other times by appointment
E-mail:	vinh.x.dang@lonestar.edu (best way to reach me)		

II. WELCOME TO:

Term and Year:	Spring 2019
Course Title:	MATH 1314
Course Subject:	COLLEGE ALGEBRA
Course Sections:	1501
Class Days & Times:	Online
Credit Hours:	3

COURSE OVERVIEW:

College Algebra is designed to fulfill the minimum math requirements for graduation from a state four-year college and to develop the algebraic skills and concepts needed for study in future math courses. Students will learn essential algebraic skills such as solving quadratic and radical equations, develop an understanding of functions including topics such as the domain and range of a function, functional notation, piecewise-defined functions, function transformations, operations with functions, the inverse of a function, graphs of polynomial, rational, exponential and logarithmic functions, and matrix solutions to systems of linear equations.

III. GETTING READY:

Prerequisites: Intermediate Algebra (Math 0310) or placement by testing.
English 0305 or 0316 (developmental reading) or placement into college Level English by testing.
English 0307 or 0326 (developmental writing) or placement into college Level English by testing.

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 and review consists of watching the videos on essential topics that you are expected to know well before taking this class: Order of operations with integers, fractions, exponents, factoring, rational expressions and radicals. You need to master these topics before you can understand the stuff we are going to cover in 1314. If you cannot recall them after watching the videos, please email me and we will discuss your options which may include enrolling for Math 0310 first.

Required Materials: 1)Pearson MyLab Math Online Homework System:

This includes the eBook for the course and the Online Homework System. You are required to register at
www.pearsonmylabandmastering.com
by Wednesday, January 23rd, 2019.
MyLab Math homework system is required for this class. You may be dropped from the class if you fail to register and do your homework.
Registration instruction can be downloaded on the course website. You can get temporarily access for 7 days before you have to pay. However, eventually you must purchase the access code for MLM. The code is available for purchase from the LSC bookstore.

2) A (Non-Graphing) Scientific Calculator such as the TI-30XIIS or Casio FX-115:
Note that you will not be allowed to use a Graphing Calculator or cellphone on the paper-and-pencil exams.

3) Positive learning attitudes: take responsibility for your study, work hard, be patient, be perseverant, demonstrate professionalism and treat people with respect.

Course Websites:
http://apps.lonestar.edu/blogs/vindang/spring-2019/math-1314-online-section-1501-spr19/
In addition to mylab, this is the most important website for this course. You can find plenty of resources on the course website that can help you succeed.
(Syllabus, calendar, class notes, exam reviews, guided, videos, etc.)
https://d2l.lonestar.edu/
(this is for the purpose of recording your grades only)

IV. INSTRUCTOR GUIDELINES AND POLICIES:

FINAL GRADE CALCULATION:

MyLabMath Homework	15%
MyLabMath Quizzes (4)	5%
3 Regular Exams	60% (3 exams @ 20% each)
Final Exam	20%

GRADING POLICY:
90 – 100: A; 80–89.$\overline{9}$: B; 70 –79.$\overline{9}$: C; 60 – 69.$\overline{9}$: D; 59.$\overline{9}$ or Below: 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.THIS APPLIES EVEN IF AN EXAM SCORE IS REPLACED BY THE FINAL EXAM SCORE. Thus, if you miss any exam in this class, the highest grade you can receive is a "B".

HOMEWORK:

- The homework is assigned using MyMathLab to provide you with valuable online resources and immediate feedback. Work on the homework assignments weekly following the calendar on the course website. The due date for each homework assignment is posted on MyMathLab 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. **There will be no extensions or make-up to any of the homework assignments under ANY circumstance. This is absolutely non-negotiable.**

- I do understand that unforeseeable events can occur; hence, your lowest 3 homework scores will be dropped when grade is calculated. Moreover, see the section on Extra Credit.

- In general, there are 4 sets of homework. The first set consists of all the assignments on the sections that Test 1 covers, the second set consists of all the assignments on the sections that Test 2 covers, and so on. The last set consists of all the remaining assignments after Test 3.

- 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. There will be many important extensions of concepts and techniques and many types of problems that are covered in the homework assignments. 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 or any LSC tutoring center for help with homework problems when you get stuck.

- In addition to my office hours on campus, I can hold virtual office hour Friday evening from 5 to 6pm if you need help. Please email me to make an appointment if you need to. We will meet via Lone Star WebEx and the link is lonestar.webex.com/meet/vindang

- **I reserve the right to drop you if you have 4 zeros on your homework assignments.**

REGULAR EXAMS/FINAL EXAM MAKE-UP POLICY:

- You must take 3 regular exams and a final exam at a Lone Star College Testing Center or at a Testing Center approved by me. All exams are paper-and-pencil and are proctored. You must show all work on the written part of the exam. You are allowed to use a **non-graphing**, scientific calculator on the exams, you can use your own calculator or you can check out a calculator from the test proctor if you take your exam at a LSC testing center.

- No make-up exams will be given under any circumstances. You must take the exams during the exam periods specified in the course calendar. The exam periods, as listed also in the calendar, are

  - **Test 1 Covers covers the topics from the beginning up to Miscellaneous Equations. The last day to take Test 1 is Saturday, February 16th, 2019 at a LSC testing center.**

- - o **Test 2 Covers the topics from Linear Functions to Graphs of Higher Degree Polynomial Functions. The last day to take test 2 is Saturday, March 9th, 2019at a LSC testing center.**
  - o **Test 3 Covers the topics from Midpoint, Distance and Circles to Rational Functions. The last day to take test 3 is Saturday, April 13th, 2019 at a LSC testing center.**
  - o **The final exam is COMPREHENSIVE and the last day to take it is WEDNESDAY, May 8th at a LSC testing center**
  - o **NOTE: You can take the test ANY DATE starting from the third week of class and by the test deadline. You must take a test by the deadline for that test. And you will not be allowed to take a test after the deadline for that test has passed. There will be no exceptions to this under any circumstance. You must take the tests in order, test 1, test 2, etc.**
  - o **NOTE: it is your responsibility to contact the testing center to find out their hours of operation and plan your test taking accordingly.**

- I understand that unforeseeable events can occur. Hence, I will replace the lowest of your exam#1-3 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:

  - o The final exam will not be replaced. You must take the final.

  - o If you miss 2 exams, only one will be replaced.

EXTRA CREDIT:
I strongly encourage you to diligently work on the homework assignments every week. Be neat, accurate and organized and always show quality work on all the exercises in the assignments. Although all the homework questions are online, I expect you to solve the exercises and show all your work on [roughly] 8.5" x 11" paper. At the end of each exam period, I will "pick up" your homework solutions and grade them for completion. **If your work is satisfactory, you will earn an extra 1% for your overall percentage of the class**. So in total, you can earn up to 4% for your overall percentage of the class. For your work to be marked as satisfactory, you must

- Solve the exercises and show all your work on [roughly] 8.5" x 11" paper.

- Clearly label the title of the assignment and the Question number (#) for each exercise. All your solutions must be clearly labeled and in order.

- Write all your work neatly for each exercise.

- Demonstrate that you have made serious attempts to work on ALL the exercises assigned. The answers need not be correct but you need to show substantial work on the exercises. If you miss just one exercise from an assignment, you will not get the extra credit.

- Email me (vinh.x.dang@lonestar.edu) a single PDF file of your work by midnight on the due date. Any format other than PDF will NOT be accepted. Late work will not be accepted under any circumstances. You can scan your work or use your phone and take pictures of your work

and combine all the pages into a single pdf file. There are good apps for using your phone as a scanner. For Android devices try: "Google Drive" and on IOS devices (Apple) try "Scannable" by Evernote. Using these Apps make it easy to use your phone as a scanner. The PDF copy of your work that you send me MUST be legible. If I cannot read what you send, you will not receive any credit.

You can turn in your written homework solutions 4 times during the semester for a total of 4% extra credit on your overall percentage. Extra credit is due by the end of day on test dates.

BEHAVIOR:
I have zero tolerance for inappropriate and/or disrespectful behaviors, language and/or profanity during online discussions, my office hours or in email-communication. 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. In serious circumstances, students might be referred to the appropriate LSC offices which could result in disciplinary actions or dismissal from the college.

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.

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, 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.'

3. Successful students take time to do the homework and do it on time. Mathematics can be a lot of fun when you understand what is being explained. When you are not keeping up with the class, it becomes more difficult to follow the instructor's explanation and to read the book.

4. Successful students seek assistance when needed. Go to your professor's office hours and virtual office hours, or go to the MAC or the tutoring center at any LSC locations.

5. Successful students are neat, accurate and well organized. They always attempt to do quality work on all exercises.

6. Successful students are perseverant. An interesting characteristic of learning mathematics is that at one moment you may feel totally confused, and then suddenly the light bulb goes on and you understand the material! Some mathematical concepts take time to digest and you might find that after a few days of working some of the exercises, they finally start to make sense.

7. Successful students prepare carefully for the exams. In math courses, you show proficiency by taking exams. Study for the exams by reviewing class notes, slides, videos, examples in the book, questions and problems from your homework assignments, and review sheets.

8. Tell yourself what you have learned. As you learn new concepts, point out to yourself what you have learned so that your confidence in your mathematical ability will increase. Each mathematical concept you understand becomes another tool that you can use.

DROPPING THE CLASS:

It is my desire that no students drop the course. However, circumstances may arise which might cause you to consider that as a possibility. If so, I encourage you to talk with me. It may be that there are options available that are unknown to you. In any case, however, except for inordinately unsual circumstances or non-attendance or having multiple zero homework assignments, I will not initiate dropping a student from the course. You, the student, are responsible for ensuring that:

(a) You are properly enrolled in the course and, should you decide to,

(b) You are properly withdrawn from the course.

RESOURCES:
Math Lab Tutoring: Students can get free help from tutors in MAC center (Winship 110-LSC North Harris) or any tutoring center at other LSC locations. 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.

CAMPUS CARRY:
The Texas Legislature enacted campus carry by passing Senate Bill 11, effective at LSC on August 1, 2017. Senate Bill 11, known as the "Campus Carry" law, amends Texas law to allow license holders to carry concealed handguns on college campuses. To carry a concealed handgun on LSC campuses, an individual must have a valid License to Carry issued by the Texas Department of Public Safety.

LSC has established rules and regulations regarding enforcement of Campus Carry. Lone Star College prohibits concealed carry in some areas of LSC campuses. For more information about Campus Carry, visit the LSC Campus Carry website at http://www.lonestar.edu/campuscarry.

ADA STATEMENT (2017)
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides civil rights protection for persons with disabilities. If you have a disability that requires accommodation(s) to participate in this course, please contact the LSC-North Harris Disability Services Office as soon as possible (Winship 120, 281-765-7940). Disability Services will provide you with the documentation I need in order to provide your accommodation(s). Failure to handle this in a timely manner may delay your accommodations.

6 – DROP STATEMENT
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. This six-course limit includes courses that a transfer student has previously dropped at other Texas public institutions of higher education if they fall under the law.

EMERGENCY NOTIFICATION INFORMATION
Lone Star College System (LSCS) is committed to maintaining the safety of the students, faculty, staff, and guests while visiting any of our campuses. Seehttp://www.lonestar.edu/oem for details. Register at http://www.lonestar.edu/12803.htm to receive emergency notifications. In the event of an emergency contact LSCS Police at (281) 290-5911 or X5911.