MAC1140: Pre-Calculus Algebra

Welcome to the course

In this course we will develop your math skills that will help you be successful in your subsequent college level math courses. We will use Canvas and the MyMathlab online program to complete our homework, quizzes, and tests.

We will not use the textbook. Do not purchase the textbook (unless you need a hard copy of the textbook). You **must** purchase the MyMathlab Access code to enable you to complete your online assignments. You may purchase MyMathlab from the bookstore or during the MyMathLab registration process.

To enroll in the MyMathLab course, go to Modules and start with Welcome module to begin the course.

The course ID is not required to register for MyMathLab since you must register through Canvas!

Syllabus

I. Course Information

Course Title: Pre-Calculus Algebra
Course Number: MAC1140 Section 70
Instructor Name: Yates
Credit Hours: 3
Course Location: Online
Office Location: Building 2 Room 207

Telephone No.: 237 2111 extension 1389
Email: yatese@cf.edu

The best way to reach me is by email. If you leave a voicemail, please leave your name and an email address I can respond to. Please allow 24 hours for a response Monday morning through Thursday afternoon and up to 48 hours for a response Thursday evening through Monday morning. Scheduled holidays may extend the response time.

Office Hours

Monday & Wednesday 9:00 - 9:30

Monday - Thursday 11:00 - 1:45 (Wednesday office hours are only 11:00 - 12:15)

Please allow 24 hours for a response Monday morning through Friday afternoon and up to 48 hours for a response Friday evening through Sunday evening. Scheduled holidays may extend the response time.

Extended Emergency Closure

"For emergency campus closings (natural disasters, etc.) call 352-291-4499 or 800-831-9244 or check our website (Links to an external site.) (CF.edu)."

Prerequisite for the course: MAC1105 or a suitable placement score.

Text Title: Precalculus, graphs and models, a right triangle approach
Author of Text: Bittinger
Edition:6th

ISBN No.:9780135834411

Required Materials: MyMathLab access code for text, Scientific calculator

Optional Materials: none

Cell phones

- You will not be using a cell phone in this class.

Calculators

- You may not use a cell phone as a calculator.
- Calculators that can transmit data wirelessly are not allowed.
- Only a scientific calculator is required.
- No Graphing calculators.

II. Course Description

In this course I will guide you through the mathematical concepts you need to be successful in your next mathematics course. I expect you to complete your assignments in a timely fashion and ask questions when you need help. It is your responsibility to keep track of when assignments are due. It is your responsibility to do the work assigned. I do not give you a grade for this course, I only record the grade that represents the knowledge you have achieved in this course through the work you have done.

This course is designed to provide students with the opportunity to develop the trigonometric and algebraic skills necessary to take calculus.

This course will cover topics such as:

- Polynomial equations
- Rational equations
- Exponential functions
- Logarithmic functions
- Matrices
- Solving systems of equations
- Partial Fractions
- Conic Sections
- Sequences & Series

III. Student Learning Outcomes/Course Objectives.

Learning Outcomes & How Measured

Quantitative and Analytical Reasoning: The student will understand and apply mathematical and scientific principles and methods.

1. Perform accurate computations using order of operations with and without technology.

How Measured: Quiz, Exams

2. Identify and organize relevant information and complete the solution of an applied problem.

How Measured: Quiz, Exams

3. Interpret and communicate understanding of visual representations of data.

How Measured: Quiz, Exams

4. Demonstrate mathematical number sense and unit sense.
   How Measured: Quiz, Exams

IV. Assessment

Grading scale: Final grades will be based on the overall percentage of the course.

Grade	Percent
A	**100% - 90%**
B+	**89% - 87%**
B	**86% - 80%**
C+	**79% - 77%**
C	**76% - 70%**
D	**69% - 60%**
F	**59% - 0%**

Assignments	Weights
Exams:	70%
Quizzes:	15%
Homework:	15%
Discussions:	0%
Attendance:	0%

Grading Information:

Exams

- 70% of overall grade
- All exams must be proctored.
    - This course requires 6 proctored assessments. Assessments are proctored online through Honorlock or at a CF Testing location. If you plan to take a proctored assessment online, you will be required to have a computer with a webcam, a microphone, and Google Chrome, as student identity must be verified on proctored assessments, quizzes and exams. If you have any questions, please contact the E-Learning Help Desk at DLhelp@cf.edu or at 352-854-2322 ext. 1317.
    - All Exams are password protected and will be entered by the proctor.
- No Retaking exams!
- The 6th exam counts as a test grade, and may also replace your lowest test score or missed exam

Quizzes

- 15% of overall grade
- You will have 3 attempts per online quiz.
- There will be no extensions for not turning in a quiz on time.

Homework

- 15% of overall grade
- Homework is assigned for every section of class
- The student is expected to complete each assignment and if the student encounters difficulties with a problem(s), then the student should ask appropriate questions via email or see the instructor during office hours, or get assistance at the Math Center.
- It is advised that you complete the homework in a timely fashion. I encourage you to finish the homework early so that you have more time to study for the exams.

Discussions

- 0% of overall grade
- I will post discussions to have you help your fellow students. I would like you to address the topic I present and reply to at least one other post.

Attendance

- 0% of overall grade
- Attendance is established by doing assignments in MyMathLab.
    - For Financial aid you must be registered in the course in MyMathLab and have completed one assignment.
- Non-Attendance does not constitute as a withdrawal from the course. It is the student's responsibility to complete the withdrawal forms by the appropriate date.
- If the student is having trouble, it is the students responsibility to get help from the instructor, another student, or tutor. You may contact the instructor through email, or stop by during office hours.

Late work

- Late work will not be accepted.
- All MyMathLab assignments must be turned in by the due date.
- Failure to turn in an assignment on time will result in a score of zero.

Extra Credit

- **No Extra Credit**

Make-up policy:

- **No make-up work will be given** unless there is an emergency or prior approval has been given by the instructor. In such an event, you must notify your professor before the exam or item is due unless the emergency prohibits it and you will be asked to bring proof of the emergency. A make-up exam must be taken within one week of the original exam date unless the emergency prohibits it. While you do not need to disclose personal details, let your professor know as soon as possible if something is preventing you from participating online or completing work.

Course Schedule/Outline

Preparation, Activities and Evaluation	Date Due
Chapter 4 Homework & Quiz	08/31/2022
Exam 1 (Chapters 4)	08/31/2022
Chapter 5 Homework & Quiz	09/21/2022
Exam 2 (Chapter 5)	09/21/2022
Chapter 9 Homework & Quiz	10/12/2022
Exam 3 (Chapter 9)	10/12/2022
Chapter 10 Homework & Quiz	11/02/2022
Exam 4 (Chapter 10)	11/02/2022
Chapter 11 Homework & Quiz	11/30/2022
Exam 5 (Chapter11)	11/30/2022
Exam 6 (Final Exam)	12/07/2022

All exams are due by 5:00 pm on their due date!

STATEMENT: The instructor reserves the right to make any changes as needed. Due to unforeseen happenings, it may be necessary for the course assignment schedule to be altered. The instructor will always strive to be fair about any changes.

Student Responsibilities & Course Requirements

1. Students are expected to complete each assignment.
2. Students will complete an online quiz for each chapter.
3. Students will complete 6 exams which will be online but must be **proctored**.
    - The first 5 exams will have 25 - 30 questions and you will only have 120 minutes to complete.
4. The 6th(final) exam will be online but must be **proctored**.
    - The 6thExam will have 30 - 40 questions and you will only have 180 minutes to complete.
    - The 6thexam will be administered the same as all other tests. **The 6th exam may replace your lowest test score.**
5. You should attend the zoom lectures, as they will be the way I teach the course, You may also use MyMathLab and power points, videos, interactive videos, the textbook and other available materials under the course contents. These materials serve as supplemental teaching aids for the course. You may also view instruction videos from other sources such as Kahn Academy. After viewing the material you should do the homework for the chapter and then the quiz.
6. Quiz problems will be similar to the homework problems. You will not have the help buttons available when taking a quiz. You will have three attempts at each quiz. The quiz must be completed before the questions are graded. If you use the second/third attempt you will need to do the entire quiz over, not just one particular problem. The problems will be similar but probably not exactly the same. Only the highest quiz score counts toward the grade. **Only quizzes completed prior to the due date will receive credit.**
7. There will be five tests and a final exam. **Each test will be an online proctored exam through Honorlock or an on-campus, proctored test administered through the Testing Center, 2ndfloor of the Bryant Union / Student Center, or at the Citrus or Levy campuses.**
8. If you choose to complete the assessment using an online proctoring service (HonorLock), you will also be required to have a webcam and microphone.
9. This course requires 6 proctored assessments. If you are unable to use HonorLock or travel to a CF campus during testing center hours, or you are truly "at a distance" you must arrange for a proctor at an approved sight or another college. These arrangements must be made well in advance of the due dates. Arrangements would include notifying me of your intentions along with the name, address, email address, and phone number for an approved proctor. You may be required to pay a fee to complete the assessment(s); fees generally range between $30 and $45 per assessment, depending on the proctor used.
10. For assistance with scheduling a proctored exam at a CF testing center or to help you locate another testing center, please contact the **CF Testing Center at 352-291-4419**.
11. The tests will be in MyMathLab but will be password protected. You must use HonorLock or come to the testing center or approved proctored facility to be able to access the tests. All testing centers and HonorLock will require a photo ID. You have one attempt on each test. The questions will be similar to those you have worked for practice problems and quizzes. The test will have a **time limit**(*120 minutes for exams 1 - 5; 180 minutes for the final*) and must be finished within that limit.

12. If you show up to the testing center without proper ID or late, you will not be allowed to take the test. Cell Phone, pagers, or similar items are prohibited in the Testing Center. The testing center makes no exceptions under any circumstances.
13. **There will be no retakes or make-up tests.**
14. For assistance with Honorlock, please watch the video in the Welcome Module. You may also use the chat feature in Canvas on the Honorlock page.
15. For assistance with online proctoring, please contact E-Learning at 352-854-2322 ext. 1317.

Testing

1. Students must bring photo identification and provide instructor's name, course number/section and which Test they are taking.
2. Cell phones, pagers, or similar items are prohibited in the Testing Center.
3. Students will not be permitted to use any materials, devices, or equipment that have not been previously authorized by the instructor in their submitted instructions and guidelines.
4. Students must make an appointment at the Testing Center. ***Telephone:***352-291-4419.

Testing Assistance:

Make-up Tests and/or Tests for online and hybrid learners requiring proctoring may be taken through HonorLock or at a CF Testing Center. Testing Center hours are located at CF.edu/Testing (Links to an external site.) . Your instructor is required to make advanced preparations before you schedule your exam, so contact your instructor at least two weeks in advance regarding testing assistance.

- Register for all testing that you plan to schedule in one of the CF testing centers by creating a CF username and password for the testing center. This can be done at home or at the testing center; the link is cf.edu/mytests (links to an external site.) This is required to take any test at a CF testing center and needs to be created only once. The username and password created will be used for all tests taken at any of the CF campus testing centers.
- The Ocala Testing Center is located on the second floor of the Student Bryant Union Building 5, Room 205. Appointments are required. For information on making an appointment visit the testing center website(Links to an external site.)
- The Citrus Campus Testing Center is located in C4-109. Call 352-249-1213 for an appointment.
- Stop at the front desk for directions to the Levy Testing Center. You can call 352-493-9533, ext. 2100 or 2111, for an appointment.

Online Tutoring Assistance

You can use the Smarthinking Online Tutoring tab on the left menu bar to access tutors.

The College of Central Florida tutors are at the top and the subject will have a CF in front of it. Please make sure you utilize our CF tutors.

Log on for SMARTHINKING

Initial username logon is **Your CF ID number and CF (e.g., 99999CF)**

Initial password is **lastname (lowercase)**

Then you will create your own account. The limit for Smarthinking is 5 hours per student. If you desire more time contact Josh Strigle at x-1317 or dlhelp@cf.edu.

Math Websites

Khanacademy (Links to an external site)

Quickmath (Links to an external site)

Purplemath (Links to an external site)