

College Algebra - MAC1105.80 – Spring 2023

Jennifer Duncan

I. Course Information

Course Title: College Algebra

Course No. and Section: MAC1105.80

Instructor Name: Jennifer Duncan

Credit Hours: 3

Course Location:

Meeting Date: T 9:30-10:45 a.m. in room 208 & via Zoom

Office Location: Ocala 2-207 (M/W) & 214D Levy (T only)

Office Hours: See below

Telephone No.: (352) 854-2322 ext. 1254

Email: duncanj@cf.edu

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).”

	Mon	Tues	Wed	Thurs
Office Hours				
	12:30-2:00 p.m.	11:00 -2:00 p.m.	12:30-3:30 p.m.	
	Ocala 2-207	Levy 214-D	Ocala 2-207	

Virtual Hours	7:00-8:00 a.m.	7:00-8:00 a.m.	7:00-8:00 a.m.
	STA2023.05	STA2023.71	MGF1106.73

Please allow 48 hours for a response to homework questions on the weekend and 24 hours Monday through Friday. Remember that I do not check emails on Saturdays, Sundays, and holidays so the response time may be longer depending on when the email was sent.

II. Course Description

MAC 1105—College Algebra (3)

This course is designed as a foundational course for those students who must take additional mathematics in their chosen majors and do not yet have an appropriate background. The emphasis is the study of mathematics from a functional perspective, including linear, quadratic, rational, absolute value, radical, exponential and logarithmic functions. Systems of equations and inequalities and applications such as curve fitting, mathematical modeling, optimization and exponential growth and decay are included. Gordon Rule applies. **Prerequisite:** [MAT 1033](#) or a CLM score of at least 40

Required Text Title:

College Algebra: Graphs and Models

Author of Text:

Bittinger, Beecher, Ellenbogen, and Penna

Edition: 6th

ISBN No.: 9780135834398

Required Materials: MyMath Lab access code w/Pearson e-text and a (non-wi-fi) scientific calculator

Optional Materials: Loose leaf text (you have access to the e-text with just the MyMathLab code, you do not need to buy the loose package unless you want it.)

Calculator: A specific calculator is not required for this course, although any calculator capable of basic operations will suffice. I recommend the TI-30XS *Multiview*. This is an

inexpensive calculator that will serve you well in MGF 1106, MGF 1107, and STA 2023. **You may not use your phone as a calculator during the tests.**

Course ID: Not needed, log in through Canvas.

This is an Online or Hybrid class that requires proctored testing. I encourage you to use any of the CF testing centers. You must make an appointment before arriving. Be sure to schedule your appointments early to guarantee that there is space in the testing center on the day you need to test. If you schedule your tests late, you may miss your due dates. There are no extensions.

You are also welcome to use Honorlock after signing my academic integrity form so you can test at home.

Locations and hours of operation of the various CF testing centers is located here: <https://www.cf.edu/go/assistance/testing/testing-locations/>

III. Student Learning Outcomes/Course Objectives

The following list offers students a consistent way to see how CF's global learning outcomes are assessed in each class. This is for information purposes only and does not change the grading system used in this class. Only those learning outcomes relevant to this course are included below.

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, Exam, and Classroom Activity

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

How Measured: Quiz, Exam, and Classroom Activity

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

How Measured: Quiz, Exam, and Classroom Activity

4. Demonstrate mathematical number sense and unit sense.

How Measured: Quiz, Exam, and Classroom Activity

- **This course uses Canvas to post course announcements, the syllabus, discussion posts, and email.**
 - Go to <https://mycf.cf.edu/elearning> (Links to an external site.), and follow the instructions to login to Canvas.
 - If you are not familiar with Canvas, you may access a self-tutorial by hovering over the Courses tab in Canvas and clicking on the Getting Started in Canvas course. Additional Canvas tutorials can be found under the help menu in the upper-right corner of your Canvas page.
 - If you have any questions or encounter any problems logging on to Canvas or within the system, contact the Distance Learning Help Desk Monday through Friday, 8 a.m.-4:30 p.m. (fall and spring hours), at dlhelp@cf.edu or at 352-854-2322, ext. 1317.
- **This course requires 4 proctored assessments.**
 - We will be utilizing Honorlock for proctored testing through canvas. You will need your photo id or student id, working web camera and microphone, google chrome browser with pop-up blocker disabled, and all the necessary tools for the test (scrap paper, pen or pencil, calculator). There is no fee for this service this summer. For assistance with online proctoring after you have contacted your instructor, please contact E-Learning at 352-854-2322 ext. 1317.
 - Honorlock will proctor your exams this semester. Honorlock is an online proctoring service that allows you to take your exam from the comfort of your home. You DO NOT need to create an account, download software or schedule an appointment in advance. Honorlock is available 24/7 and all that is needed is a computer, a working webcam, and a stable Internet connection.
 - To get started, you will need Google Chrome and to download the Honorlock Chrome Extension. You can download the extension at www.honorlock.com/extension/install
 - When you are ready to test, log into Canvas, go to your course, and click on your exam. Clicking "Launch Proctoring" will begin the Honorlock authentication process, where you will take a picture of yourself, show your ID, and complete a scan of your room. Honorlock will be recording your exam session by webcam as well as recording your screen. Honorlock also has an integrity algorithm that can

detect search-engine use, so please do not attempt to search for answers, even if it's on a secondary device.

- Good luck! Honorlock support is available 24/7/365. If you encounter any issues, you may contact them by live chat, phone (844-243-2500), and/or email (support@honorlock.com).

Attendance Verification for Financial Aid: Attendance Verification is submitted each semester for financial aid. Federal Student Aid requires that attendance is based on academic attendance or attendance at an academically-related activity. For this class, **your attendance is verified based on completion of first assignment in MyMathLab. It is up to you to** contact me if you complete your first assignment AFTER I submit attendance verification; ie, by Thursday of week 2.

HOW THE COURSE WORKS:

Note: Some sections of this class do not have scheduled meetings. Others meet virtually via Zoom once or twice a week, depending on section. The links for the Zoom meetings for your class are located by clicking the Zoom tab.

1. Students will log in to CANVAS from the CF web portal or <http://www.cf.edu/distance/> (Links to an external site.)
2. After logging in to CANVAS, click on "MyLab and Mastering" at the top of the left side of the screen and then follow the prompts. Here you either enter your access code you purchased or buy an access code directly to register for Pearson. IF you cannot afford to purchase the access code right away, you can still register and get a temporary code which will last for 14 days. The access code will give you access to an e-book, videos, and powerpoints, homework, quizzes, and tests.
3. Once registered in **MyMathLab/Coursecompass**, students use the learning resources in MyMathLab (MML) such as the e-book, videos, PowerPoints, watch animations (if available) provided, etc. (located in MML by clicking the Multimedia Library tab) to do the homework,

quizzes, and tests in the assignment section of MML. If additional help is needed to understand the concepts, students can use **ASK A TUTOR OR ASK MY INSTRUCTOR** link in the homework problems or use on campus resources.

4. After attending/viewing the Zoom lecture, do the assigned homework. Homework can be done an infinite number of times to achieve mastery before taking quizzes.

5. After completing and practicing the homework, you are ready to take the accompanying quiz. Each quiz can be done, at most, three times. Your highest quiz grade is used in the calculation of your overall grade.

6. After reviewing your quizzes and homework, take the practice test. The practice tests are very similar to the actual tests.

7. After taking and reviewing the practice test at least once, take the actual test. To **take a test**: Click on "Honorlock" in Canvas, not in MML. You will be prompted to answer a few questions from Honorlock before the test starts.

IV. Assessment

Attendance: (Lecture Only) Attendance will be taken daily via Zoom, but does not count toward your final grade. Students who attend class regularly tend to perform better. Each student is required to attend all class meetings. Attendance is required for all tests and **there will be NO make-up tests**. Non-attendance does not constitute withdrawal from this course. It is the student's responsibility to complete the withdrawal forms by the appropriate date.

Homework: Students have unlimited attempts on the homework and practice problems. Powerpoints are provided to help you understand the topics covered. The student is expected to complete each assignment and if the student encounters difficulties with a problem(s), then the students should click the VIEW AN EXAMPLE or ASK MY INSTRUCTOR button which sends an email alert to the instructor. The student can also get assistance from MML online tutors (just click the tab that says ASK A TUTOR) or the student can get assistance in the on-

campus Math Center. The homework assignments have due dates posted in MyMathLab. Only the highest homework score counts toward the grade. Only homework and practice problems completed prior to the due date will receive credit.

Quizzes: Students have three attempts on each quiz. Only the highest quiz score counts toward the grade. Only quizzes completed prior to the due date will receive credit.

Tests: Passwords are only given to testing administrators. Either a testing administrator from the testing center or Honorlock will put in the password. Do not e-mail for the password. Students have one attempt at each test. There are practice tests for each test that can be done an infinite number of times that will help you prepare for each test and do not count for or against you. Your lowest test grade, not including the final, will be dropped. **There are no make-ups for tests.**

Final Exam: The final exam is mandatory and is due by 5/3 at 11:59 p.m.

Disclaimer: Due to unforeseen happenings, it may be necessary to alter the course assignment schedule. The instructor will always strive to be fair about any changes.

Grading Breakdown:

Exams:	70%
Quizzes:	20%
Projects:	0%
Homework:	10%
Attendance:	0%

Grades: Final grades will be based on the overall percentage of the course

A	100% -90%
B+	89% - 87%
B	86% - 80%

C+	79% - 77%
C	76% - 70%
D	69% - 60%
F	59% - 0%

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.

V. Course Schedule/Outline

Week	Topic
	Introduction
Week 1	Chapter 1
	Chapter 1
Week 2	Chapter 1
	Chapter 1
Week 3	Test 1 Due by 1/27
	Chapter 2
Week 4	Chapter 2
	Chapter 2
Week 5	Chapter 2
	Chapter 2
Week 6	Test 2 due by 2/17
	Chapter 3
Week 7	Chapter 3

Week 8	Chapter 3
	Chapter 3
Week 9	Chapter 3
	Chapter 3
Week 10	Chapter 3
	Chapter 4
Week 11	Chapter 4
	Chapter 4
Week 12	Chapter 4
	Chapter 4
Week 13	Chapter 4
	Test 3 due by 4/14
Week 14	Chapter 5
	Chapter 5
Week 15	Chapter 5
	Chapter 5
Week 16	Chapter 5
	Chapter 6 (6.1 only)
Final Exams	Test 4 due by 5/2
	Final Exam: Due by 5/3 at 11:59 p.m.

STATEMENT: 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

Note: You are welcome to take any test before or on the due date but not after

Tutoring is free for CF students:

Ocala Campus Mathematics Lab, Building 7, Room 106 352-854-2322, ext. 1259

Ocala Campus Learning Support Center Building 3, Room 101 352-854-2322, ext. 1246