DEPARTMENT OF MATHEMATICS AND SCIENCE  
COURSE SYLLABUS  
MATH 092 D01  Elementary Algebra  
Fall  2016

Instructor: Pamela Jones: Associate Professor of Developmental Mathematics
Phone Number: 410 572-8754  *Students will get a much faster response through e-mail. 😊
E-mail: pjones@worwic.edu  or use our Blackboard E-mail.

Office and Office Hours:  HH 103G

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
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<tbody>
<tr>
<td>8:15- 8:45 AM</td>
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<td>12:45 – 2:15 PM</td>
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Class Days, Time, Location: Mondays and Wednesdays, 9:00– 10:30 AM, FOH 308

COURSE DESCRIPTION:
This course focuses on solutions to linear equations and inequalities, algebraic applications, operations with polynomials, factoring, graphing linear equations, and solving systems of equations. This course is taught in a computer laboratory to give students maximum hands-on learning opportunities whiles having the benefits of teacher instruction. Hours: 39 lecture and 26 laboratory. Prerequisite: MTH 091 with a grade of “C” or better or an acceptable mathematics placement test score. Laboratory fee: $15. This course is usually offered in the fall, spring, and summer. (4 credits)

COURSE MATERIALS:
• CALCULATOR: A graphing calculator is required. The recommended calculator is the TI 83 plus/TI 84 plus by Texas Instruments. A TI 89 or TI 92 is not permitted.
• 3-ring binder or spiral notebook
• Headphones
• Blackboard is being used as a supplementary site in this course. To access course content in Blackboard you need to have access to a computer with an internet connection, (other requirements may apply.) Please refer to this link for computers available on campus that meet these requirements:
  http://www.worwic.edu/Students/LearningResources/ResourceLabs.aspx
  Login Information
  1. From the Wor-Wic home page, click on myWor-Wic (top-right above Quick Links).
  2. Enter your Wor-Wic user ID and password (same as your Wor-Wic email user ID and password) to access the portal homepage.
  3. In the “My Blackboard Classes” web part, click on a class listed to be directed to the Blackboard site.
  4. Blackboard may also be accessed through Quick Links on the college homepage and also through a link at the bottom of the homepage.

COURSE GOALS: The overall goal for this course is to develop the algebra skills required for further academic study. Note: This course does not meet the general education mathematics requirements.
### COURSE CONTENT:
- Review of Real Numbers
- Equations, Inequalities, and Problem Solving
- Exponents and Polynomials
- Factoring
- Graphs and Functions
- Solving Systems of Linear Equations

<table>
<thead>
<tr>
<th>COURSE OBJECTIVE</th>
<th>ASSESSMENT GOAL</th>
<th>ASSESSMENT STRATEGIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solve linear equations and inequalities</td>
<td>What are the specific skills I must learn in order to meet the course objectives?</td>
<td>Written exercises, Lab exercises, Test and Exam questions, Writing Assignment</td>
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<tr>
<td>Solve absolute value equations and compound inequalities</td>
<td></td>
<td>Written exercises, Lab exercises, Test and Exam questions</td>
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<tr>
<td>Translate phrases and word problems into algebraic expressions and equations.</td>
<td></td>
<td>Written exercises, Lab exercises, Test and Exam questions</td>
</tr>
<tr>
<td>Solve and graph linear equations in two variables.</td>
<td></td>
<td>Written exercises, Lab exercises, Test and Exam questions</td>
</tr>
<tr>
<td>Use function notation</td>
<td></td>
<td>Written exercises, Lab exercises, Test and Exam questions</td>
</tr>
<tr>
<td>Solve systems of equations.</td>
<td></td>
<td>Written exercises, Lab exercises, Test and Exam questions</td>
</tr>
</tbody>
</table>
| 7 | Perform operations with exponents and polynomials | A. Use the rules of exponents to perform adding, subtracting, multiplying and dividing with exponents.  
B. Raise exponential expressions to powers.  
C. Use negative exponents.  
D. Write numbers in scientific notation; perform operations with scientific notation.  
E. Interpret scientific notation using the calculator.  
F. Recognize polynomials, determine the degree.  
G. Add, subtract, and multiply polynomials.  
H. Divide polynomials by monomials.  
I. Use FOIL and other methods of multiplying special cases. | Written exercises  
Lab exercises  
Test and Exam questions |
|---|---|---|
| 8 | Factor polynomials. | A. Factor a polynomial using the GCF  
B. Factor a polynomial by grouping  
C. Factor a polynomial in the form $ax^2+bx+c$, where $a = 1$.  
D. Solve equations by factoring. | Written exercises  
Lab exercises  
Test and Exam questions |
| 9 | Use writing to communicate mathematical topics. | Write the steps used to solve a linear equation. | Writing assignment |

**LEARNING EXPERIENCES:**
In order to meet the course objectives, each student is expected to:
1. attend class regularly.
2. complete all assignments.
3. take notes.
4. complete test for each unit of study.
5. complete a cumulative final exam.

**EVALUATION AND GRADING:**
- 45% Tests
- 25% Student Notes & MyLabsPlus Assignments
- 25% Final Examination
- 5% Skills Check/Progress
The final grade report will list one of the following:
- **A** 92% - 100%
- **B** 84% - 91%
- **C** 75% - 83%
- **R** 70% - 74% Reregister – The student is required to register for MTH 092 the following semester. If the student does not register for MTH 092 the following semester the **R** automatically becomes an **F**.
- **F** 69% or below

**IMPORTANT DATES:**
- Last day to drop – September 28th
- Last day to withdraw – November 10th
- No classes – November 23 – 27th
- Last day of classes – December 10th
- Exam week – December 12 – 17th

**MATH LAB:**
The Math Lab is located in BH 225 and the phone number is (410) 334-2818.
- Monday through Thursday  8:30 am – 8:00 pm
- Friday  8:30 am – 4:00 pm
- Saturday  10:00 am – 3:00 pm
- Sunday  closed
COURSE POLICIES:

Attendance – Students are expected to attend all class sessions, be on time, and stay for the duration of the class. Students are expected to attend the math lab to complete the lab requirements. Students are expected to come prepared for class with student notebook, paper, pencils, calculator, and MyLabsPlus username and password. If an emergency arises and the student cannot attend the class, the student is expected to contact the instructor by phone or email and make arrangements to make-up the assignment that is due that day.

Progress - Students are expected to meet all assignment due dates. This is not a self-paced course and these due dates were created to ensure student success and completion of the course by the end of the semester.

Skills Check – Skill checks are short offline assignments given at either the beginning or end of class to encourage mastery of concepts.

Progress and Skills Check is 5% of your grade in the course.

Arriving Late and Leaving Early – In order to get the most out of this class students are expected to be on time to class and contact the instructor in advance if there is an emergency that will cause the student to be late, or need to leave early. Contact can be made by voice mail or e-mail at the contact information listed on the front page of this syllabus. Treat this as a professional appointment, plan around it, and avoid scheduling an appointment during this time.

Student Notebook/MyLabsPlus Assignments – Assignments are given every class session. Keep in mind that the amount of time needed to devote to any college class requires on average 2 to 3 hours outside of class for every 1 hour you spend in class. This means you can expect to spend 6 hours or more each week outside of class completing your notes, lab assignments, reading the e-text, going over your class notes, and preparing for tests. Late MyMathLab assignments will be given 50% credit. Notebooks will not be accepted late. It is important that you keep current with the assignments since the progression from one unit to the next requires a good understanding of each previous unit in the progression. Student Notebook and MyLabsPlus assignments are 25% of your grade in the course.

Math Lab – The WWCC Math Lab (BH 225) is an excellent resource for you as you work outside the class time to complete the assigned MyLabsPlus work. You can access the computers in the math lab as well as receive assistance from a lab instructor. Group tutoring is available in the math lab and the times are posted each semester in the lab.

Testing – You are expected to take all tests on or before the scheduled due date. If you are unable to take the test due to an emergency, you must call or e-mail your instructor no later than the date of this test. The phone number and e-mail address are listed on the front of this syllabus. If you are granted permission to take a make-up test, you will be required to make-up the test by the next class session. Plan to leave a phone number or an e-mail address where you can be contacted to make those arrangements. Do not assume that it is acceptable to take a make-up test until you have spoken with your instructor. Your test average is 45% of your grade in this course. The final exam grade is 25% of your grade in this class.

End of Course – All course assignments and tests must be done before the beginning of the final exam time period. Please plan to have all work completed before this time. No work will be accepted or averaged into your grade after this time.

Electronic Devices – It is disruptive to the learning of the students in the classroom to be interrupted by the beeps, rings, and hums of electronic devices. Please turn off and put away pagers, phones, and any other electronic devices during class time.

Communication - When communicating by e-mail with any instructor, it is expected that the student write in proper written English. E-mails are to include the student name in the subject area of the sending form. Letters are to include the date, greeting, body, and closing. An instructor may limit the number of e-mails requesting missed work. E-mails should be sent using the Wor-Wic student e-mail or Blackboard account.
**Writing Assignment:** Research shows that students who are able to describe how they solve mathematical problems in a written format develop a higher understanding of the mathematical concepts. Therefore, students will be assigned a problem to solve and asked to explain the mathematical concepts used when solving the problem complete with correct terminology.

**Electronic Assignment:** Wor-Wic Community College believes that all students must be prepared and have experience using today’s technology. The format of this course embraces this ideology. Students will be required to access videos, their electronic textbook, PowerPoints, and assignments all online in order to meet the requirements of this course. If at any time a student has problems using the technology course instructors and student aides are available to help develop the necessary technology skills to be successful in this course.

**COLLEGE POLICIES:**

**Classroom Civility:** Wor-Wic Community College respects the rights of faculty to teach and the rights of students to learn. Consequently, the college regards classroom civility as crucial to building and maintaining diverse, dynamic, and productive learning environments. See current College Catalog for full description of appropriate student conduct. Civil behavior is defined as behavior that is courteous, polite, and respectful. Students in all programs should conduct themselves in a way that is respectful to their classmates, the instructor and the classroom environment. This includes, but is not limited to, avoiding any behavior that distracts their classmates or instructor from the subject matter or discussion during the full class period.

**Inclement Weather:** When classes are canceled due to inclement weather, an announcement will be posted on the College website and through e2Campus. These announcements may specify whether day and/or evening classes are canceled. When classes are not canceled, students are responsible for making their own decisions based on their judgment of road conditions.

**Emergency Information Statement:** In the event of severe inclement weather or other emergency, information about the closing of the college will be communicated via e2Campus and the College’s website. Faculty will communicate with students about their courses and course requirements, such as assignments, quiz and exam dates, and class and grading policies, via Blackboard. Students will be responsible for completing all assignments in accordance with class policies.

**Course Evaluations:** The College has selected SmartEvals to manage course evaluations online. SmartEvals maintains the highest level of security with the evaluation information and the information resides only on SmartEvals’ computer servers. Wor-Wic is unable to identify individual students who complete the online evaluation and any data which has the potential to reveal the identity of a student (i.e. the only male in a class) is blocked from viewing. Please have your pop-up blockers disabled on your internet browser in order to access the evaluation. Your cooperation in completing the online evaluation at the designated time is greatly appreciated. The results from the course evaluation provide valuable feedback to your instructor in order to make changes as needed with curriculum and teaching.

**Academic Integrity:** Academic integrity is expected of all students. Cheating and plagiarism are violations of academic integrity. Any student found violating the academic policy will receive an automatic “0” for the assignment and then the matter will be turned over to the Student Disciplinary Committee. Documented evidence of the plagiarism or cheating will be kept in the Math and Science Office.

**Plagiarism:** In both oral and written communication, the following guidelines for avoiding plagiarism must be followed:

1. Any words quoted directly from a source must be in quotation marks and cited.
2. Any paraphrasing or rephrasing of the words and/or ideas of a source must be quoted.
3. Any ideas or examples derived from a source that are not in the public domain or of general knowledge must be quoted.
4. ALL PAPERS AND PRESENTATIONS MUST BE THE STUDENT’S OWN WORK.
There are ambiguities in concepts of plagiarism. Each instructor will be available for consultation regarding any confusion a student may have.

**Cheating:** Cheating is the act of obtaining information or data improperly, or by dishonest or deceitful means. Examples of cheating are copying from another student’s test paper, obtaining information illegally on tests, and using crib notes, websites, or other deceitful practices.

The college guidelines concerning academic misconduct will be strictly enforced in this course. Please refer to the Appendix of the current catalog for the full description of policies pertaining to student conduct.

**Blackboard Academic Integrity and Computer Usage Policy:** All students logging into Blackboard affirm that they understand and agree to follow Wor-Wic Community College policies regarding academic integrity and the use of College resources as described in the college catalog. Wor-Wic Community College considers the following as violations of the computer usage policy:

- Using the campus computing network and facilities to violate the privacy of other individuals.
- Sharing of account passwords with friends, family members or any unauthorized individuals.

Violators are subject to college disciplinary procedures.

**Services for Students with Disabilities:** WWCC provides reasonable accommodations for students with disabilities, in compliance with the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. If you are in need of accommodations, please contact the counseling office at (410) 334 – 2899. For more information, see Wor-Wic’s Services for Students with Disabilities web page.
**TENTATIVE CLASS SCHEDULE**: All due dates for all assignments, including tests, are always available on MyLabsPlus. The following is a list of what we will be working on during each class period and when those assignments need to be finished. In order to get full credit on the assignment AND on your progress grade those assignments must be completed by date and time listed in the table below. (Remember your progress and skills checks make up 5% of your course grade.) All tests will be taken no later than at the beginning of the class period listed.

<table>
<thead>
<tr>
<th>Date</th>
<th>Working on IN CLASS</th>
<th>Due by 8:30 AM:</th>
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</thead>
<tbody>
<tr>
<td>Wed. Sept. 7</td>
<td>MyLabsPlus Orientation Assignment &amp; 1.2 – 1.3</td>
<td>Mon. Sept. 12</td>
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<tr>
<td>Mon. Sept. 12</td>
<td>1.4, 1.5, 1.6</td>
<td>Wed. Sept. 14</td>
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<tr>
<td>Wed. Sept. 14</td>
<td>1.7, 1.8, Chapter 1 Practice Test</td>
<td>Mon. Sept. 19</td>
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<tr>
<td>Mon. Sept. 19</td>
<td><strong>Chapter 1 Test, 2.1</strong></td>
<td>Wed. Sept. 21</td>
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<tr>
<td>Wed. Sept. 21</td>
<td>2.2, 2.3</td>
<td>Mon. Sept. 26</td>
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<tr>
<td>Mon. Sept. 26</td>
<td>2.4, 2.5</td>
<td>Wed. Sept. 28</td>
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<tr>
<td>Wed. Sept. 28</td>
<td>2.6, 2.7</td>
<td>Mon. Oct. 3</td>
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<td>Mon. Oct. 3</td>
<td>Chapter 2 Practice Test</td>
<td>Wed. Oct. 5</td>
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<tr>
<td>Wed. Oct. 5</td>
<td><strong>Chapter 2 Test, Writing Assignment, 3.1</strong></td>
<td>Mon. Oct. 10</td>
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<td>Wed. Oct. 12</td>
<td>3.4, 3.5</td>
<td>Mon. Oct. 17</td>
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<tr>
<td>Mon. Oct. 17</td>
<td>3.6, Chapter 3 Practice Test</td>
<td>Wed. Oct. 19</td>
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<tr>
<td>Wed. Oct. 19</td>
<td><strong>Chapter 3 Test, 4.1</strong></td>
<td>Mon. Oct. 24</td>
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<td>Mon. Oct. 24</td>
<td>(no 4.2 or 4.4) 4.3, 4.5</td>
<td>Wed. Oct. 26</td>
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<td>Wed. Oct. 26</td>
<td>Chapter 4 Practice Test</td>
<td>Mon. Oct. 31</td>
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<tr>
<td>Mon. Oct. 31</td>
<td><strong>Chapter 4 Test, 5.1</strong></td>
<td>Wed. Nov. 2</td>
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<tr>
<td>Wed. Nov. 2</td>
<td>5.2, 5.3</td>
<td>Mon. Nov. 7</td>
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<td>Mon. Nov. 7</td>
<td>5.4, 5.5</td>
<td>Wed. Nov. 9</td>
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<tr>
<td>Wed. Nov. 9</td>
<td>5.6, Chapter 5 Practice Test</td>
<td>Mon. Nov. 14</td>
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<tr>
<td>Mon. Nov. 14</td>
<td><strong>Chapter 5 Test, 6.1</strong></td>
<td>Wed. Nov. 16</td>
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<tr>
<td>Wed. Nov. 16</td>
<td>6.2, 6.6 (no 6.3 – 6.5)</td>
<td>Mon. Nov. 21</td>
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<tr>
<td>Mon. Nov. 21</td>
<td>Chapter 6 Practice Test</td>
<td>Mon. Nov. 28</td>
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<tr>
<td>Wed. Nov. 23</td>
<td>THANKSGIVING BREAK 😊</td>
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<tr>
<td>Mon. Nov. 28</td>
<td><strong>Chapter 6 Test, 2.8</strong></td>
<td>Wed. Nov. 30</td>
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<td>Wed. Nov. 30</td>
<td>9.1, 9.2</td>
<td>Mon. Dec. 5</td>
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<td>Mon. Dec. 5</td>
<td>Chapter 9 Practice Test</td>
<td>Wed. Dec. 7</td>
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<td>Wed. Dec. 7</td>
<td><strong>Chapter 9 Test, Required Final Exam Review</strong></td>
<td>Mon. Dec. 12</td>
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<tr>
<td>Mon. Dec. 12</td>
<td>9:00 – 11:00 AM</td>
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