

BEGINNING ALGEBRA – MATH 0303 323

Course Syllabus: Spring 2018



NORTHEAST TEXAS
COMMUNITY COLLEGE

Karen Andrews

Office: Business Technology Building, Room BT115

Phone: 903-434-8224

Email: kandrewss@ntcc.edu

“Northeast Texas Community College exists to provide responsible, exemplary learning opportunities.”

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	7:30 a.m. - 11:00 a.m.	7:30 a.m. - 9:30 a.m.	7:30 a.m. - 11:00 a.m.	7:30 a.m. - 9:30 a.m.	By Appointment	Monday - Thursday 7:30 a.m. - Noon

The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.

Catalog Course Description:

This course is designed for those students who have had no previous algebra in high school or for those in need of a review of basic algebra. No college credit is awarded for this course. Content includes a study of real numbers, equations and inequalities, graphs of linear equations, exponents and polynomials, factoring, literal equations and practical word problems. Prerequisite: MATH 0301 or its equivalent.

Required Textbook(s):

No textbook is required; however, you must purchase a MyMathLab access code. You will not need to purchase a new access code for intermediate algebra.

Publisher: Pearson

ISBN Number: NA

Student Learning Outcomes:

Upon the successful completion of this course, students will be able to:

1. Define, represent and perform operations on real numbers.
2. Solve linear equations, inequalities and application problems using the addition and multiplication principles.
3. Become familiar with the basic terminology of the rectangular coordinate system and graph linear equations in two variables.
4. Become proficient with the terms, properties, and operations of polynomials.
5. Factor a variety of expressions including greatest common factor, trinomials, difference of squares and perfect square trinomials.

Lectures & Discussions:

Fraction Review

- 1.1. Exponents, Order of Operations and Inequality
- 1.2 Variables, Expressions and Equations
- 1.3 Real Numbers and the Number Line
- 1.4 Adding Real Numbers
- 1.5 Subtracting Real Numbers
- 1.6 Multiplying and Dividing Real Numbers
- 1.7 Properties of Real Numbers (Distributive Property only)
- 1.8 Simplifying Expressions
- 2.1 The Addition Property of Equality
- 2.2 The Multiplication Property of Equality
- 2.3 More on Solving Linear Equations
- 2.4 An introduction to Applications of Linear Equations
- 2.5 Formulas and Additional Applications from Geometry
- 2.6 Ratio, Proportion and Percent
- 2.7 Solving Linear Inequalities
- 3.1 Linear Equations and Rectangular Coordinates
- 3.2 Graphing Linear Equations in Two Variables
- 5.1 The Product Rule and Power Rules for Exponents
- 5.2 Integer Exponents and the Quotient Rule
- 5.3 An Application of Exponents: Scientific Notation
- 5.4 Adding and Subtracting Polynomials
- 5.5 Multiplying Polynomials
- 5.6 Special Products
- 5.7 Dividing a Polynomial by a Monomial
- 6.1 Greatest Common Factors
- 6.2 Factoring Trinomials
- 6.5 Special Factoring Techniques
- 6.7 Solving Quadratic Equations Using the Zero-Factor Property

Evaluation/Grading Policy:

Because this class meets two class periods per week for only eight weeks, expect to possibly have two homework assignments each day. If possible, some class time will be devoted to working on the assignments; however, don't count on it. Therefore, students are expected to complete the assignments outside of class. Prior to starting some of the homework assignments, there will be a quiz over the previous lesson. A student is expected to make at least 50% on the quiz before starting the next homework assignment. Exams will be taken outside of class; however, a comprehensive final exam will be taken in class on Wednesday, October 18. Students will be allowed two attempts on the exams, except the final, if needed, in order to achieve a passing score or to improve a score. Exams can only be taken when the review is completed with at least an 80% score. Choosing not to do the homework assignments and exams is not an option; prerequisites are set to insure completion of some assignments before moving on to new ones. At the end of the semester, zeros will replace any assignments or exams not done. This could seriously affect one's grade and could cause a student to fail the course. At least 70% must be achieved in order to pass a developmental course.

The grading policy will be as follows:

Homework	25%
Quizzes	10%
Exams	40%
Final Exam	25%

Tests/Exams:

Exam 1: September 6
Exam 2: September 18
Exam 3: September 27
Exam 4: October 9
Final Exam: October 18

Assignments:

Monday, August 28: Introductions, Syllabus, Student Success
Wednesday, August 30: Multiplication Chart, 1.1, MyMathLab registration
Monday, September 4: Holiday
Wednesday, September 6: 1.2, 1.3, 1.4, 1.5, Exam 1 Review
Monday, September 11: 1.6, 1.7, 1.8
Wednesday, September 13: 2.1, 2.2, 2.3
Monday, September 18: 2.4, 2.5, Exam 2 Review
Wednesday, September 20: 2.6
Monday, September 25: 2.7, 3.1
Wednesday, September 27: 3.2, Exam 3 Review
Monday, October 2: 5.1, 5.2, 5.3
Wednesday, October 4: 5.4, 5.5, 5.6
Monday, October 9: 5.7, 6.1, Chapter 5 Review
Wednesday, October 11: 6.2, 6.5
Monday, October 16: 6.7, Final Exam Review
Wednesday, October 18: Final Exam

Other Course Requirements:

Having access to a computer outside of class is critical. Homework is only submitted online and all exams except the final will be taken outside of class. On campus there are computers available for student use in the Learning Commons (formerly, library). Computers are also available at the Hansen-Sewell Center in Pittsburg, the Naples/Omaha Education Center in Naples and public libraries. Call first to check for hours of operation. Students are expected to complete the homework assignments whether in class or not.

Student Responsibilities/Expectations:

Students are expected to conduct themselves in a mature and respectful manner toward the instructor as well as other students. An orderly and cooperative classroom environment is essential for optimum learning to take place. In order to maintain an environment in which learning can take place the following behaviors are expected to be observed:

- Turn off cell phones or set them on silent. This means no texting during class!!!
- Pay attention during instruction. You should not be working on homework, texting, visiting other websites or carrying on side conversations with your neighbor. These are really my pet peeves.
- Limit leaving class.
- Use class time wisely.
- Practice the “Golden Rule.”

NTCC Academic Honesty Statement:

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

Academic Ethics

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with Shannin Garrett, Academic Advisor/Coordinator of Special Populations located in the College Connection. She can be reached at 903-434-8218. For more information and to obtain a copy of the Request for Accommodations, please refer to the [NTCC website - Special Populations](#).

Family Educational Rights And Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Other Course Policies:

If the TSI Assessment is retaken before the student completes a developmental course, the resulting score will determine placement in subsequent courses. It is the student's responsibility to take the score to the instructor of the class. That instructor will give the student a grade of CR on the final grade sheet, and the student will no longer be required to attend that class for the rest of the semester.