Introduction: How does a student get started? How much time does this course require per week?

Welcome to MATH 1111 WE4 College Algebra, which is taught completely online. Learning online gives students the opportunity to manage the time and place for interacting with course content. However, this course has beginning and ending dates. The assignments, quizzes, and tests must be completed using MyMathLab in MyLab/Mastering by specified due dates. The final exam is a proctored departmental exam taken on campus (Friday, July 15, 2016 from 10 a.m. – noon). If you have a conflict with the date and time of the final exam, notify your professor immediately. Graded discussions must be posted on the discussion board in Desire2Learn (D2L) by specified due dates.

Go to the START HERE module in Desire2Learn (lms.gru.edu). Complete the Online Learning Readiness Assessment. It is due by 11:59 p.m. on Wednesday, May 25, 2016. It should only take you approximately 15 minutes to answer the questions. This assessment is required and scored, but does not count towards your overall grade.

After reading the syllabus and watching the Online Learning Environments video, complete the Course Orientation quiz in Desire2Learn. This quiz is mandatory, and is due by 11:59 p.m. on Wednesday, May 25, 2016. If you do not register in MyLab/Mastering by midnight on Wednesday, May 25, you will be withdrawn.

A mandatory webinar is scheduled in WebEx from 8:00 p.m. – 9:00 p.m. on Thursday, May 26, 2016. Directions for accessing the webinar will be emailed later. If you cannot attend the webinar, send your professor an email requesting an appointment.

You must dedicate at least fifteen hours per week to this course. This is the same requirement for face-to-face summer College Algebra students (5 hours of class time + at least 10 hours of preparation).

Prerequisites: What are the prerequisites for this course?

Placement

Learning Outcomes: What are the learning outcomes for this course?

1. Students will demonstrate an understanding of the mathematical concept of a function and be able to navigate among verbal, numeric, graphical, and symbolic representations.

2. Students will be able to select and apply appropriate algebraic strategies in order to solve problems.

3. Students will be able to manipulate algebraic expressions and perform calculations in order to obtain mathematical results and state the results in the context of the problems.

4. Students will be able to interpret and evaluate results to determine whether the results are reasonable.

5. Students will develop a better appreciation of the role of mathematics in their world and have more confidence in their mathematical abilities.
MyMathLab: Is a MyMathLab student access code required for this course?

A MyMathLab student access code is required for this course. The code may be purchased three different ways:

1. bundled with the textbook from the Augusta University bookstore (9780321900531),
2. purchased as a stand-alone code from a cashier at the Augusta University bookstore, or
3. purchased from the Pearson website (pearsonmylabandmastering.com).

*If you do not register in MyLab/Mastering by midnight on Wednesday, May 25, you will be withdrawn.*

Textbook: Is a textbook required for this course?

The textbook for this course is *Algebra & Trigonometry* 5th edition by Robert Blitzer. If you prefer to use the e-book contained in MyMathLab, it is not necessary to purchase a textbook.

This course includes the chapters listed below:

- Chapter P: P.2, P.3, P.4, P.5, P.6
- Chapter 1: 1.1, 1.2, 1.4, 1.5, 1.6, 1.7
- Chapter 2: 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7
- Chapter 3: 3.1, 3.2, 3.3, 3.6, 3.7
- Chapter 4: 4.1, 4.2
- Chapter 8: 8.1

Calculator: What type of calculator is required for this course?

A scientific calculator that performs calculations using *direct algebraic logic* is required for this course. Graphing calculators are permitted.

Technology Skills: What technology skills are required for this course?

- Know how to navigate within a website.
- Know how to send an e-mail.
- Know how to attach a document.
- Know how to download files.
- Know how to disable pop-up blockers.
- Know how to use different internet browsers.
- Know how to scan a document in case you want to share information with your instructor or classmates that is not in electronic form.
- Know how to download and install software.
Technology: How do students and the professor use technology in this course?

- You will complete assignments, quizzes, and tests in MyMathLab. To access MyLab/Mastering, read the MyLab/Mastering Student Registration Instructions from beginning to end. This handout is posted in the START HERE module in Desire2Learn. You should use your Augusta University email address.
- You will interact with your professor and classmates on the discussion board in Desire2Learn.
- You will need a scientific calculator that performs calculations using direct algebraic logic. Graphing calculators are permitted.
- You may not use mobile devices and smart devices during tests and the final exam.
- Your professor will post weekly updates, lecture notes, recorded lectures, handouts, and other instructional materials in Desire2Learn.
- Your professor will receive and send emails using JagMail.
- Your professor will use WebEx to host webinars.
- Your professor will communicate via phone.

System Requirements: What are the system requirements for using MyMathLab?

Go to http://www.pearsonmylabandmastering.com/northamerica/mymathlab/system-requirements/

Communication: How will the students and professor interact and communicate online?

Most of the communication in this course will be done electronically – Desire2Learn discussion board and News, JagMail, and WebEx webinars. Good communication is one of the key elements in building a learning community; therefore, it is important that you read, understand, and practice the rules of netiquette. Feel free to use emoticons. Whenever you would like to communicate with me by phone or WebEx, send me an email requesting an appointment. Include a number where you can be reached along with the times you can be reached.

I will use JagMail for sending and receiving all e-mails. Remember to check your JagMail daily, the discussion board in Desire2Learn weekly, and the news area in Desire2Learn weekly. I will respond to all e-mails and messages within two business days. In addition, I will send you an e-mail during each learning module that addresses your progress in this course.

The discussion board in Desire2Learn is a communication tool that provides a forum for student-student and student-professor interaction. Always remember to check your message for spelling and grammatical errors before posting. Do not post any information on the discussion board you do not want to share with everyone. Once the information is posted, all of your classmates can read your post. You must respect your classmates’ time when posting messages on the discussion board; stick to the topic being discussed. There is a forum on the discussion board for casual conversations. I will monitor the posts on the discussion board, and respond as needed.

If at any point in the course you feel left out or disrespected, send me an e-mail immediately. The online learning environment for this course must be conducive to learning and participation. Also, any disruptive student will be referred to the proper university official.

Feedback: When do students receive feedback on assignments and tests?

Students will receive immediate feedback on all computer graded assignments, quizzes, and tests. Students will receive feedback within 7 business days of the due date for assessments graded by me.
Course Grade: How is the course grade calculated?

- Participation (5%)
  - Course Orientation Quiz
  - Mandatory webinar in WebEx at 8:00 p.m. on Thursday, May 26
  - Assigned discussions on the Desire2Learn discussion board

- Graded Homework (15%)
  You may attempt each homework assignment as many times as necessary before the due date.

- Quizzes (10%)
  You may attempt each quiz three times before the due date. See the course calendar. All quizzes are timed. Your lowest quiz grade will be dropped. If you receive services according to Augusta University’s Office of Disability Services, contact your instructor for testing guidelines at least 24 hours before attempting a quiz.

- Tests (15%)
  You may attempt each test three times before the due date. See the course calendar. All tests are timed. Your lowest test grade will be dropped. If you receive services according to Augusta University’s Office of Disability Services, contact your instructor for testing guidelines at least 24 hours before attempting a test.

- Final Exam (55%)
  The final exam is a cumulative departmental exam. The proctored final exam must be taken on campus during the designated time. If you have a conflict with the date and time of the final exam, notify your professor immediately. See the course calendar. If you receive services according to Augusta University’s Office of Disability Services, contact your instructor.

Grading Scale: How are letter grades determined for the course?

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<thead>
<tr>
<th>Letter Grade</th>
<th>Numeric Grade</th>
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<tbody>
<tr>
<td>A</td>
<td>90 to 100</td>
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<tr>
<td>B</td>
<td>80 to 89</td>
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<tr>
<td>C</td>
<td>70 to 79</td>
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<td>D</td>
<td>60 to 69</td>
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<td>F</td>
<td>Below 60</td>
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<td>Campus Resources: What types of student support services are available on campus?</td>
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<td><strong>For Assistance With:</strong></td>
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| **Mathematics presented in this course** | • Contact Professor Holt  
• Participate in the weekly webinars  
• Visit the Mathematics Assistance Center (Allgood Hall N304).  
• Organize a study group. |
| **Learning how to study mathematics** | • Contact Professor Holt at 706-667-4484 or dholt@augusta.edu |
| **Math Anxiety** | • Contact the Augusta University Counseling Center (Central Utilities Plant or 706-737-1471). |
| **Testing Anxiety** | • Contact the Augusta University Counseling Center (Central Utilities Plant or 706-737-1471). |
| **Time Management** | • Contact the Augusta University Counseling Center (Central Utilities Plant or 706-737-1471). |
| **Resolving technical issues related to Desire2Learn or JagMail** | • Contact the IT Student Helpdesk (University Hall Rm 156 or 706-721-4000). |
| **Scanning documents** | • Contact the Educational & Collaborative Technology Center (University Hall Rm 156 or 706-737-1703). |
| **Checking out a laptop** | • Contact the Educational & Collaborative Technology Center (University Hall Rm 156 or 706-737-1703). |
| **Resolving issues related to MyLab/Mastering (CourseCompass) or MyMathLab** | • Chat with Pearson Support at http://247pearsoned.custhelp.com/app/chat/chat_launch  
• Call Student Technical Support (1-800-677-6337) |
| **Accommodations provided according to the American Disability Act (ADA)** | • Contact the Office of Testing and Disability Services (Galloway Hall or 706-737-1469). |
Read and adhere to the policy concerning academic honesty in the college catalog (http://catalog.gru.edu/content.php?catoid=25&navoid=3206)

Withdrawal from Course: What is the withdrawal policy for this course?

- If you do not register in MyMathLab by midnight on Wednesday, May 25, 2016, you will be withdrawn.
- If it is necessary for you to withdraw from this course, you should contact the professor by e-mail.
- If you withdraw before or on the midterm date (June 17), you will receive a W.
- If at any point after midterm (June 17) you have missed two tests or missed logging in the course for seven consecutive days, you may be withdrawn from this course and receive a WF.