Spring 2010 Syllabus
Math 154 Online – Elementary Algebra
Section #66773

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Office Hrs: Mondays and Wednesdays 10:30-11:00am
Tuesdays and Thursdays 12:25-2:00pm
or by appointment

Student Learning Outcomes: Apply general mathematical concepts and principles to perform arithmetic computations on algebraic expressions. Choose appropriate methods and then solve equations, inequalities and systems of equations. Create, use, and analyze analytical and graphical representations of mathematical models.

Prerequisite: This course is open to students who have earned a “C” or better in math 254 (or equivalent) or have been placed in math 154 by the Cabrillo Assessment exam.

Required Course Material: Computer access with internet capability, Personal e-mail account (not shared with anyone else), Scientific Calculator, and Online access via Course Compass – can be purchased by going to: www.coursecompass.com (you will need the Course ID to register for my class, which you will receive at the orientation) Hard Copy of the Text is optional: Elementary Algebra for College Students Early Graphing 3rd edition, Angel.
Attendance: You must check your e-mail AND login to Course Compass at least twice a week in order to keep up with the homework and to make sure you get all the announcements for the class. If you are not posting to the Discussion Board or sending me e-mail replies for more than 10 days you may be dropped from the course. There is also a mandatory orientation on Saturday 2/6 from 10:00AM-11:30AM in Room711. Students who do not show up for the orientation will be dropped from the class.

Homework: Doing a little math homework every day result in better retention than if you do all the homework at once. Make sure you set aside a little time every day to do exercises and/or review old problems. In this class you have two types of Homework Assignments: Online Homework and Written Homework.

Online Homework: There is online homework due by 11:59pm every Wednesday and Saturday throughout the semester. See the Schedule for exact due dates. You are allowed one, and only one, “Homework Extension”. This is a 2-day extension for all online homework due on a particular day. The extension is NOT automatic. You must email me to request the extension. If you miss a second homework deadline, your score will be 0 for the sections due that day. To get some practice (but no credit) with the material you missed you can do the “Tracked Tutorial Exercises” for that particular section. To ensure that people enrolled are actually doing the work at the beginning of the semester, I will drop anyone who has not submitted answers to every question on the first two online homework assignments. Your score is calculated at the end of every exam period, and is the average hw score during this period multiplied by 10 (ie. if you have an average of 95% = 0.95, then you receive 10 x 0.95 = 9.5 pts).

Written Homework: The written homework consists of problems from the textbook that you have to work out on paper and turn in at the time of the corresponding exam. LATE WRITTEN HOMEWORK WILL NOT BE ACCEPTED! The homework score is based on completeness and correctness. I will randomly check 10 problems in each package. The solutions are available to you on Course Compass so I expect you to CHECK YOUR WORK before you turn it in. There will be a total of 4 homework packages, each worth 15 points. To receive full credit on your homework, you have to turn it in on time, clearly number the problems, do the problems in order, write neatly, do ALL the problems, do them correctly, and show all necessary work. See handout Homework Rules and Guidelines for more details.

Discussion Board: You can earn a total of 20 points for posting to the discussion board. You will receive 1 point per post, but not more than 2 points per week, so make sure you use the discussion board regularly during the semester. These posts may be done in the following ways:

- Ask a math question by adding a thread. Be specific in the subject line, say which section and where the question is from (online homework or written homework,...)
- Reply to someone else’s math question by using the reply button inside their thread. Please put your posts in the appropriate place on the discussion board.
**Quizzes:** There are 10 timed online chapter quizzes. You can take each chapter quiz twice. The higher of the two scores will be the one that counts towards your class grade. Online chapter quizzes close at 11:59pm on the day they are due. See the Schedule for due dates. The amount of time given to take an online chapter quiz varies but the info is provided just before you begin a quiz. Each online chapter quiz will consist of 10 problems worth 1 point each. There are no make-up quizzes, but I will drop your one lowest quiz score.

**Exams:** There will be four on-campus Midterms (in room 717), each worth 125 points, and a comprehensive Final Exam worth 200 points. You will need to bring pencil, eraser, scientific calculator, completed written homework, and PHOTO ID for each exam. You will not be allowed to take an exam without a valid ID. You are also allowed to use a 3” x 5” index card with your own handwritten notes (both sides). I will let you know ahead of time which exams you are allowed to use calculators on. The midterms will take place on Tuesdays 3/2, 3/23, 4/27, and 5/25 at 6-8pm. The final exam will take place on Tuesday 6/1 at 6-9pm. If you are unable to attend class on the scheduled exam day, you have to contact me before the exam, so that we can make alternate arrangements for you to take the exam earlier. There are no make-up exams in this course. If you miss an exam, I will give you 90% of your final exam percentage for that exam. If you miss a second exam your score will be 0.

**Cheating:** Cheating will not be tolerated. It is the responsibility of the student to make it clear to me that he or she is not cheating; during exams there should be no talking whatsoever, no cell phone use of any sort, and no wandering eyes. Anyone who willingly allows his/her work to be copied will also be considered to be cheating. Any student caught cheating will receive a zero for the exam. The second offense will result in a grade of “F” for the course. All cheating offenses will be reported.

**Graded Work:** As soon as I am done grading your homework and exams, I will let you know by posting on the announcement board, and it will be available for you to pick up in the Math Learning Center (MLC). Only YOU can pick up your own work, so the MLC require seeing a photo id in order to hand over anything. Please pick up your graded work as soon as you can and make sure to keep it so that you can use it to learn from your mistakes, and eventually use it to study for your final exam.

**Study Group Session:** Many studies have shown that study groups really help student learning. Therefore, you can earn 5 points of extra credit for each exam by attending a study group session during that exam period. The study group must consist of at least 3 students and must meet for at least one hour. Each person in the group must fill out a Group Study Form and give it to me on exam day. The form can be found in Coursecompass under General Course Info.
**Grading:** I *give* no grades; you *earn* them. The grading scale below will be used to determine your letter grade. A pass/no pass option is *not* available for this course.

<table>
<thead>
<tr>
<th>Possible points</th>
<th>Grading Scale</th>
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<tbody>
<tr>
<td>Online Homework (4 @ 10pts)</td>
<td>40 pts</td>
</tr>
<tr>
<td>Written Homework (4 @ 15pts)</td>
<td>60 pts</td>
</tr>
<tr>
<td>Quizzes</td>
<td>(9 @ 10pts)</td>
</tr>
<tr>
<td>Discussion Board</td>
<td>20 pts</td>
</tr>
<tr>
<td>Exams</td>
<td>(4 @ 125pts)</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>910 pts</strong></td>
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**Dropping:** If you plan on dropping the class, it is your responsibility to call Hawk Talk, use WebAdvisor on-line, or go to the Admissions and Records office.

**Accommodations:** As required by the Americans with Disabilities Act, accommodations are provided to ensure equal opportunity for students with verified disabilities. Students with disabilities who require accommodations for this class are invited to meet with me during my office hours to discuss your needs as soon as possible. Prior to meeting with me, you should meet with a Disabled Student Services counselor or a Learning Disabilities Specialist (for learning disabilities and attention deficit disorder) to officially verify your disability and obtain an Accommodations Request Form.

For accommodations, contact:
- Disabled Student Programs & Services (DSP&S): 479-6379, Room 810 (Aptos)
- Learning Skills Program: 479-6220, Room 1073 (Aptos), Learning Resources

**Resources:**
- Yours truly, me. It is my job to help you learn mathematics and I love my job! I want you to succeed and I am willing to help whenever possible. Please do not hesitate to come to me if you need any extra help.
- The Math Learning Center (MLC) is located on the Aptos campus, room 1074. Here you can get free tutoring, you can borrow books and calculators, view math videos, use computers, study together with your classmates, etc. They also offer online tutoring. See website for more details.
- The Integrated Learning Center (ILC) is located at the Watsonville center. Here you can also get free tutoring in math, as well as study together with classmates. See website for more details.
- Scotts Valley Resource Center and Math Lab is located at the Scotts Valley Center. Offers free math tutoring. See website for more details.
- Pearson Tutor Center is a free tutoring service over the phone for students using MyMathLab. Call 1-800-435-4084 (5:00pm-12:00am EST, Sun-Thurs).
Helpful Hints:
  o Do your homework regularly – not just before it is due.
  o As you practice your math skills, embrace your mistakes. Learning requires lots of mistakes.
  o Read your textbook and look through the examples before you start your homework.
  o Join or create study groups.
  o Take advantage of the free tutoring options.
  o It is crucial that you seek help when you don’t understand something. Do not fall behind. Sometimes you might think it is hard to *keep* up, but it is harder still to *catch* up.
  o Keep a positive attitude.

**Welcome to Math 154 !!!**