INSTRUCTOR: Prof. Leticia Escobar
TELEPHONE: 972-860-7082
EMAIL: lescobar@dcccd.edu
OFFICE: G-234
EMAIL POLICY: Instructor will reply to emails within 24-48 hours during week days. Not available on weekends.
OFFICE HOURS:
On Campus: MTWR: 2:00 PM – 3:00 PM
Online: I will be available by email Monday through Friday from 10:00 AM to 10:00 PM.

INSTRUCTOR CONTACT INFORMATION:
My preferred method of contact is by email. Please keep in mind that it is against the law (FERPA) for me to discuss grades with you via phone or email. See me in person if you need to discuss your personal academic progress or grades in this course.

Complete Instructor Schedule
Department Website

CATALOG DESCRIPTION
This is a course in algebra which includes operations on real numbers, polynomials, special products and factoring, and linear equations and inequalities. Also covered are graphs, systems of linear equations, exponents, quadratics equations and an introduction to complex numbers.

PREREQUISITES
DMAT 0090 or an appropriate assessment test score.

TEXTBOOK and other COURSE MATERIALS (*Required)
3. *MyMathLab: Microsoft Windows 7 and 8 users should use one of the following browsers with MyMathLab courses – Chrome, Firefox or Internet Explorer 9 and 10. Click here for other system requirements.
4. Calculators: Calculators are allowed in this course for certain activities. A calculator that can signed numbers is recommended. The TI-89, TI-92 or TI-Nspire graphing calculators are NOT allowed on any test.

STUDENT LEARNING OUTCOMES
Upon successful completion of this course, students will:
1. Perform the four fundamental operations on the set of real numbers.
2. Solve linear equations.
3. Solve applications of linear equations including stated problems, formula manipulation and proportion problems.
4. Graph linear equations in two variables.
5. Solve systems of linear equations in two variables using the graphing, addition, and substitution methods.
6. Solve stated problems involving systems of linear equations.
7. Apply the definition and laws of integer exponents to simplify expressions.
8. Perform the four fundamental operations on polynomials.
10. Solve quadratic equations.
11. Solve applications of quadratic equations

GRADING RATIONALE

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Percentage</th>
</tr>
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<tbody>
<tr>
<td>A</td>
<td>90 – 100 %</td>
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<tr>
<td>B</td>
<td>80 – 89 %</td>
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<tr>
<td>C</td>
<td>70 – 79 %</td>
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<tr>
<td>E or F</td>
<td>0 – 69 %</td>
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GRADING POLICY

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Assignment</th>
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<tbody>
<tr>
<td>20 %</td>
<td>Homework</td>
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<tr>
<td>20 %</td>
<td>Chapter Tests</td>
</tr>
<tr>
<td>25 %</td>
<td>Midterm Exam</td>
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<tr>
<td>10 %</td>
<td>Discussion Board Activities</td>
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<tr>
<td>25 %</td>
<td>Final Exam</td>
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<tr>
<td>100 %</td>
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</table>

Page 1 of 10
How to calculate your average

Your course grades are computed using a weighted average. This means that some categories weigh more than others. Since the midterm exam and final each are worth 25%, they have more weight in the calculation of your course grade.

Let's look at an example:

Homework counts 20%, Tests count 20 %, Midterm Exam counts 25%, Discussion Activities count 10%, and Final Exam counts 25%. John Doe has a homework average of 92, tests average of 70, Midterm exam 81, discussion average of 85 and makes on the final a 65.

John Doe's overall grade = (0.2) (92) + (0.2) (70) + (0.25) (81) + (0.1) (85) + (0.25) (65) = 18.4 + 14 + 20.25 + 8.5 + 16.25 = 77.4

John Doe has an average of 77.4 % so he is making a C average on the course.

“E” GRADE OPTION

Your instructor has the option to award a grade of "E" provided certain conditions are met. The "E" is a grade that indicates that the student met all requirements for attendance and participation but could not achieve a "C" or higher. It does not affect the grade point average. All of the following conditions must be met in the current semester:

1) Student has completed assignments and modular tests for Modules 1, 2 and 3.
2) Midterm Exam was taken
3) Either all assignments and final exam have been completed and the grade earned is below C or 70% of the course work have been completed during the current semester.

Even if you meet the conditions above your instructor is not obligated to give you an "E" grade.

CERTIFICATION PROCEDURES

To be certified as attending this course, you must complete the “Welcome” Discussion Board and Orientation assignments in My Math Lab by the deadline posted.

DISCUSSION BOARD ACTIVITIES POLICIES

One of the most important aspects of an online course is the interaction between you and your fellow learners. There is a discussion board activity per every module in the course that you are required to complete for participation and group interaction purposes. These postings need to be completed on or before the due date to get full credit. All discussion board activities are due before midnight (11:59 PM) by the deadline posted in My Math Lab. The due dates are located in the course calendar and in My Math Lab.

Please make certain that your posts are well-written, grammatically correct, and informative. Always make sure you have completed all the objectives posted in each discussion board activity.

MIDTERM AND FINAL EXAMS POLICIES

- The midterm and final exam are password protected
- Student is responsible to email the instructor once the prerequisite for each exam have been completed
- Only have ONE chance at taking the Midterm and Final Exam; no make-ups will be allowed
- Prerequisite for Midterm – Complete all assignments, discussions, and modular tests for Modules 1, 2 and 3. Also complete the Midterm Exam Review.
- Prerequisite for Final – Complete all modules assignments, discussions and modular tests. Have taken Midterm Exam.
- Both exams are timed, and you have 120 minutes to complete each test.
- Both exams have blocked views of any other website or student aids, if students try to access anything outside the exam view, the exam will be blocked and the student cannot continue testing.
- Each test has 33 questions each

ATTENDANCE POLICY

Classroom attendance is not required for this course; however, students are required to remain actively engaged with course curriculum.

- Any student that has not registered on MyMathLab and completed the orientation assignment by the DUE DATE will NOT be certified as having attended and consequently may be dropped from the class.
- All students need to complete all discussion board activities to be counted as active students in the course.

If you are unable to complete a course (or courses) in which you are enrolled, it is your responsibility to withdraw from the course by the appropriate date. If you do not withdraw, you will receive a performance grade, usually a grade of "F".

(2014-2015, Eastfield College, Dallas County Community Colleges Catalog)

RELIGIOUS HOLIDAYS/OBSESVANCES

Absences for observance of a religious holy day are excused. Notification of the absence must be given to the instructor in writing at least two weeks prior to the date of the holy day. A student whose absence is excused to observe a religious holy day is allowed to contract with the instructor to take a make-up examination or complete an assignment within a mutually agreed upon
time after the absence.

**INSTRUCTIONAL COMPONENTS**

This course is divided into modules. The components of each module are described below.

**Step 1:** Video – Watch the video of each section of the chapter
- Must be accessed before each homework assignment
- Grade omitted from course average
- Can be accessed after due date

**Step 2:** Homework – Each section consists of 10 problems
- Problem can be repeated until mastered – select “Similar Exercise” after each 3rd incorrect attempt
- All “Help” buttons available
- Needs to be completed prior to 11:59 PM on the due date
- Can be accessed after due date
- Late problems penalized 10%
- Must be in “Homework,” not “Review” mode to save progress
- Problems saved individually

**Step 3:** Test Review – Helps prepare students for the chapter test
- Must be accessed before proceeding to the chapter test
- Score omitted from student grades
- Can be accessed after due date

**Step 4:** Chapter Test – Assesses student understanding of the chapter
- Each test consists of 20 problems
- No “Help” buttons available
- Needs to be completed prior to 11:59 PM on the due date
- Can only be taken 3 times, the highest score is recorded
- Can be accessed after due date with authorization of instructor only
- Late tests are penalized by 10%
- Can be viewed through the Gradebook after due date

**Step 5:** Discussion Board Activity – Help increase student to student interaction
- At least one discussion activity per module
- Each activity is described in detail under the Discussion Board Tab
- Students are encouraged to review the grading rubric prior to posting
- Needs to be completed prior to 11:59 PM on the due date
- Instructor grades each posting manually and post grades on the Gradebook
- All discussion activities count for 10% of your total course average

Once you have completed the first 3 modules, you will have a Midterm Exam. Once you have completed the whole course you will have a Final Exam.

**OBTAINING FINAL COURSE GRADES USING eCONNECT**

Final grade reports are no longer mailed. Convenient access is available online. Use your student identification number when you log into eConnect, an online system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your Students Advising Report, which is available in the Admissions Office.

**DROP DATE**

Last date to drop with a grade of “W” is **Tuesday, 4/04/17**.

**DROP POLICY**

To drop a class or withdraw from the college, students must follow the prescribed procedure as noted on Eastfield College’s [website](#). It is the student’s responsibility to drop or withdraw. Failure to do so will result in receiving a performance grade, usually grade of “F”. No drop or withdrawal requests are accepted by telephone. Students who drop a class or withdraw from the College before the semester deadline receive a “W” (Withdraw) in each class dropped. The deadline for receiving a “W” is indicated on the academic calendar and the current class schedule. If you are unable to complete this course, you must withdraw from it by **Tuesday, 4/04/17**. For more information, contact the Admissions/Registrar’s Office at 972-860-7167 (Room C 119.)

**STOP BEFORE YOU DROP** (Six Drop Rule)

For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career, unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops you cannot drop any other courses with a “W”.

Page 3 of 10
Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges.

**FINANCIAL AID**

If you are receiving Financial Aid grants or loans, you must begin attendance in all classes to be certified as attending class. In a Distance Learning Class, you must show participation in the class prior to the certification date by either e-mailing your instructor or logging on to eCampus. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds. Failure to contact the instructor will result in your name being submitted to the Financial Aid Office as a “non-attendee”. Student who fail to attend or participate after the drop date are also subject to this policy.

**REPEATING THIS COURSE**

Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in additional tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 Semester. See Third Attempt to Enroll in a Course rules on the DCCCD website.

**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT of 1974 (FERPA)**

In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of study and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

**STUDENT E-MAIL**

Legal privacy issues prevent your instructor from discussing your work or your grades on commercial e-mail accounts. If you wish to send your papers as attachments to an e-mail (and the instructor permits it), or if you have a question about your grade, you must open a student e-mail account. You may set up your account by clicking on this link. The account is free.

**CAMPUS POLICE**

In addition to providing general law enforcement on campus, the campus police respond to all emergencies. In any emergency situation, you can get immediate help by any of the following methods:

- call 911 on any campus extension
- use any red phone in the hallways, or any “blue light” call box in the parking lots
- call 972-860-4290 from any off campus extension

**DCCCD EMERGENCY OPERATION PROCEDURES**

Click on this link for further information.

**EMERGENCY & INCLEMENT WEATHER PROCEDURES**

In case of emergency (which may include power or air conditioning outages, fires, etc.) or inclement weather conditions, Eastfield students should listen to KEOM-FM Radio Station (88.5) as the primary media source. In partnership with the Mesquite Independent School District, Eastfield College Administration will notify KEOM immediately after a decision is made to cancel classes on any given day of inclement weather or for emergency purposes. Students may also monitor other local radio and television stations. The earliest an announcement may be broadcast on KEOM Radio is 6 a.m. Students may also refer to the Eastfield College website for the Inclement Weather announcement under News/Features.

**CHILDREN ON CAMPUS**

The institution strives to protect an environment most conducive to teaching and learning for all enrolled students. Children who are taking part in organized scheduled activities or who are enrolled in specific classes are welcomed. Minor children, however, should not be brought to the institution unless closely supervised by their parent. Minor children should not be brought into classrooms, laboratories or other facilities of the college. This practice is disruptive to the learning process. In the case of an emergency where the student-parent has no alternative but to bring the child to campus, classroom faculty or the administrative heads of other units have full discretion as to whether a child may be allowed to quietly stay in the location. These individuals may require that children be removed by the student-parent from the setting if, in their opinion, the presence of the child is deemed to be disruptive to the learning process. For reasons of security and child welfare the institution will not permit unattended children to be left anywhere on the premises. Parents who have problems with childcare should visit the Counseling and/or Advisement Center to receive referrals to childcare services in the area.

DCCCD Office of Institutional Equity Syllabi Statement- Spring 2017
The Office of Institutional Equity, in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and carrying out compliance policies and procedures. The institutional equity and compliance officer and the Office of Institutional Equity make sure that college district policies and federal and state laws related to sexual assault, Title IX, Title II (Americans With Disabilities Act) and the Military Veterans Full Employment Act are followed to support diversity and inclusion.

Students With Disabilities:
If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please inform DSO to forward your accommodation request to your instructor as soon as possible, preferably at the start of the semester or program. For more information about the College Disability Services Office, please visit the Student Services website: dccc.edu/DOServices or contact the DCCCD Office of Institutional Equity at 214-378-1633.

College Disability Services Offices

<table>
<thead>
<tr>
<th>College</th>
<th>Contact</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Brookhaven</td>
<td>Terri Edrich</td>
<td>972-860-4673</td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>Grenna Rollings</td>
<td>972-860-8119</td>
</tr>
<tr>
<td>Eastfield</td>
<td>Rachel Wolf</td>
<td>972-860-8348</td>
</tr>
<tr>
<td>El Centro</td>
<td>Shanees’ Moore</td>
<td>214-860-2411</td>
</tr>
<tr>
<td>Mountain View</td>
<td>Regina Garner</td>
<td>214-860-8767</td>
</tr>
<tr>
<td>North Lake</td>
<td>Francynne Maynard</td>
<td>972-273-3165</td>
</tr>
<tr>
<td>Richland</td>
<td>Billy Dial</td>
<td>972-238-6180</td>
</tr>
<tr>
<td>Dallas Colleges Online</td>
<td>La’Kendra Higgs</td>
<td>972-273-3165</td>
</tr>
</tbody>
</table>

A Note on Harassment, Discrimination and Sexual Misconduct
We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence) or retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity and/or gender expression, please contact your college Title IX coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.

We are concerned about the well-being and development of our students and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If you wish to keep the information confidential, please contact college Counseling or student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the college Title IX coordinator or district Title IX coordinator. The Title IX coordinator will contact you and determine if further investigation is needed. For more information about policies, resources or reporting options, please contact your college Title IX coordinator or visit dccc.edu/TitleIX.

College Title IX Coordinators

<table>
<thead>
<tr>
<th>College</th>
<th>Title/Email</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Brookhaven</td>
<td>Terri Edrich</td>
<td>972-860-4588</td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>Grenna Rollings</td>
<td>972-860-5222</td>
</tr>
<tr>
<td>Eastfield</td>
<td>Rachel Wolf</td>
<td>972-860-7325</td>
</tr>
<tr>
<td>El Centro</td>
<td>Shanees’ Moore</td>
<td>214-860-2626</td>
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<tr>
<td>Mountain View</td>
<td>Regina Garner</td>
<td>214-860-5675</td>
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<tr>
<td>North Lake</td>
<td>Francynne Maynard</td>
<td>972-860-3980</td>
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<tr>
<td>Richland</td>
<td>Bill Dial</td>
<td>972-238-6352</td>
</tr>
<tr>
<td>Dallas Colleges Online</td>
<td>La’Kendra Higgs</td>
<td>972-669-6590</td>
</tr>
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District Title IX Coordinator

<table>
<thead>
<tr>
<th>Office/Email</th>
<th>Title/Email</th>
<th>Phone</th>
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</thead>
<tbody>
<tr>
<td>Office of Institutional Equity</td>
<td>LaShawn Grant</td>
<td>214-378-1633</td>
</tr>
</tbody>
</table>

STANDARD OF CONDUCT / CLASSROOM ETIQUETTE
No food, drinks or tobacco products are allowed in Eastfield College classrooms. However, if your class is in a non-lab classroom your instructor may allow for food or drink. Electronic Devices including, but not limited to cell phones of all types, pagers, calculators, PDA’s, imaging devices, two-way radios, CD players, DVD players, IPODS, and all other related devices must be stored out of sight and turned off while in the classroom. Violation of this rule may include a grade of “F” in the course and/or expulsion from the class. Please adhere to instructor’s instructions.

NETIQUETTE EXPECTATIONS
Tips about Sending Emails/Messages/Postings

- Don’t type in uppercase. Today, many people consider typing in uppercase to be shouting.
- Use courtesy when forwarding or sending information you received from someone else. It is always a good idea to receive the originators permission or to alert them you are sending the message to someone else. Do not link to outside sites unless the assignment asks you to do so and it is subject-related.
- Many people have given proxy rights to other staff members to read their email/posting. Your private message
may become open information to someone you didn't intend (such as minors enrolled in a class).

- Being a public institution, our e-mails are subject to review by anyone who requests access via legal documented procedures. We are required to backup email on District servers so e-mails are available for a very long period of time.
- Best choice, if you cannot shout your message on the 5 o'clock news, don't put that message on email/posting or voice-mail.
- When replying to a message, always include the sender's message. The sender may have sent several messages and needs a helpful link about what you are replying.
  - Make sure that the "subject" field of your email/posted message is meaningful. When you use the "reply" option, ensure that the subject field (automatically filled in for you) still accurately reflects the content of your message.

**Tips about how to convey emotions [or computer body language] in Email/Postings:**

- Email/postings lack the cues and clues that convey the sense in which what you say is to be taken, and you can easily convey the wrong impression. If you meant something in jest, use a "smiley" [ :- ) ] or the words in brackets to convey that your are trying to be humorous or light-hearted.
- It is even more important to be more professional and courteous in an email/posting than in face to face conversations, as the person receiving the email/posting will not have the added signals of body language, vocal tone and vocal inflections to guide them in interpreting your meaning.

**Suggestions for the smart use of your work email/postings:**

- Use email only for communicating business-related information or for positive feedback to someone.
- Never use email for criticizing persons or their work.
- Do not use email to present your arguments or opinion about colleagues, students or work environment.
- Do not post messages that may be offensive to others; do not refer to personal homepages; your messages need to be course-related without offensive material especially in a message that goes to the entire class.
- Remember email messages/postings may be viewed by classmates or even minor children; so do not post offensive material or material that might be considered offensive by minors, other adults, or parents.
- Never use email/postings to communicate if you are angry or frustrated with a person.

**CODE OF STUDENT CONDUCT**
The Code of Student Conduct can be reviewed by clicking on this [link](#).

**STUDENT RESPONSIBILITY**
Each student shall be charged with notice and knowledge of the contents and provisions of the College District’s policies, procedures, and regulations concerning student conduct. **In this course, you will receive a grade of “0” on that particular assignment or test if you are guilty of cheating on assignments, tests, or plagiarism.** All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. In addition to activities prohibited by law [see policies FLBA, et. seq.], the following types of behavior shall be prohibited:

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<tr>
<td>1</td>
<td>Intentionally causing physical harm to any person on College District premises or at College District sponsored activities, or intentionally or recklessly causing reasonable apprehension of such harm or hazing.</td>
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<tr>
<td>2</td>
<td>Unauthorized use, possession, or storage of any weapon on College District premises or at College District sponsored activities.</td>
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<tr>
<td>3</td>
<td>Intentionally initiating or causing to be initiated any false report, warning, or threat of fire, explosion, or other emergency on College District premises or at College District sponsored activities.</td>
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<tr>
<td>4</td>
<td>Intentionally interfering with normal College District sponsored activities, including but not limited to, studying, teaching, conducting research, duties of the College District administration, or fire, security, or emergency services.</td>
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<tr>
<td>5</td>
<td>Knowingly violating the terms of any disciplinary sanction imposed in accordance with College District policies, regulations, and procedures.</td>
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<tr>
<td>6</td>
<td>Unauthorized distribution or possession for purposes of distribution of any controlled substance or illegal drug on College District premises or at College District sponsored activities.</td>
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<tr>
<td>7</td>
<td>Intentionally or maliciously furnishing false information to the College District.</td>
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<tr>
<td>8</td>
<td>Sexual harassment.</td>
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<tr>
<td>9</td>
<td>Forgery, unauthorized alteration, or unauthorized use of any College District document or instrument of identification.</td>
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<tr>
<td>10</td>
<td>Unauthorized use of computer hardware or software.</td>
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<tr>
<td>11</td>
<td>Scholastic dishonesty, which shall constitute a violation of these rules and regulations and is punishable as prescribed by Board policies. Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism, and collusion.</td>
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</table>

"Cheating on a test" shall include:

- a. Copying from another student’s test paper.
- b. Using test materials not authorized by the person administering the test. All forms of academic dishonesty, including cheating, fabrication, facilitating academic dishonesty, plagiarism, and collaboration.
- c. Collaborating with or seeking aid from another student during a test without permission from the test administrator.
- d. Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test.
- e. The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.
- f. Substituting for another student, or permitting another student to substitute for one’s self, to take a test.
- g. Bribing another person to obtain an unadministered test or information about an unadministered test.

"Plagiarism” shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work.

"Collusion” shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.
12. Intentionally and substantially interfering with the freedom of expression of others on College District premises or at College District-sponsored activities.

13. Theft of property or of services on College District premises or at College District-sponsored activities or being in possession of stolen property on College District premises or at College District-sponsored activities.

14. Intentionally destroying or damaging College District property or property of others on College District premises or at College District-sponsored activities.

15. Failure to comply with the direction of College District officials, including campus security/safety officers, acting in performance of their duties.

16. Violation of published College District regulations or policies. Such regulations or policies may include those relating to entry and use of College District facilities, use of vehicles and Dallas County Community College District media equipment, campus demonstrations, misuse of identification cards, and smoking.

17. Use or possession of any controlled substance or illegal drug on College District premises or at College District-sponsored activities.

18. Unauthorized presence on or use of College District premises.

19. Nonpayment or failure to pay any debt owed to the College District with intent to defraud. (Appropriate personnel at a College District may be designated by College District officials to notify students of dishonored checks, library fines, nonpayment of loans, and similar debts. Such personnel may temporarily block admission or readmission of a student until the matter is resolved. If the matter is not settled within a reasonable time, such personnel shall refer the matter to the DA for appropriate action under this code. Such referral does not prevent or suspend proceeding with other appropriate civil or criminal remedies by College District personnel.)

20. Use or possession of an alcoholic beverage on College District premises with the exception of:
   a. Specific beverage-related courses within the El Centro food services program or the International Sommelier Guild’s Diploma program at Bill Priest Institute; or
   b. A course that requires the use of alcohol and is approved by the Texas Commission on Law Enforcement Officers’ Standards and Education.

Any student violating this policy shall be subject to disciplinary sanctions including suspension, in accordance with policy FM. A “violation” means an act or omission that is contrary to a published College District regulation or policy. Sanctions for violations of prohibited conduct may result in expulsion for (1) through (6), in suspension for (7) through (13), and in sanctions other than expulsion or suspension for (14) through (20). Repeated or aggravated violations of any provision of this code may also result in expulsion or suspension or in the imposition of such lesser penalties as are appropriate. “Aggravated violation” means a violation that resulted, or could have resulted if foreseeable, in significant damage to persons or DISCIPLINE Dallas County Community College District property or that otherwise posed a substantial threat to the stability and continuance of normal College District-sponsored activities.

TSI Advice
Achieving college readiness will usually mean completing the prerequisite courses for college level mathematics such as College Algebra. Meeting this standard could mean completing the DMAT sequence from your starting point through DMAT 0310.

TEXAS SUCCESS INITIATIVE (TSI)
The policies and procedures regarding the TSI are made by the Texas Higher Education Coordinating Board, which is the state agency responsible for administering the law. These policies are published by the THECB. On the Eastfield campus, your best sources of information about TSI are:

1) The Eastfield Advising Center, (972) 860-7106, or
2) The Eastfield Testing and Assessment Center, (972) 860-7011

The Texas Success Initiative (TSI) is a statewide program designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. The program assesses a student’s basic academic skills in reading, writing, and math. Passing the assessment is a prerequisite for enrollment in many college-level classes such as English 1301/1302, History 1301/1302, Math 1314, etc. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. In some cases retesting will also be required. It is up to each student to be aware and informed about requirements that are subject to change. Additional information is available from the TSI Office.

ADDITIONAL RESOURCES
The Math Spot provides tutoring in Mathematics and Developmental Mathematics. Students are encouraged to take advantage of this service for additional help in their course work. The Math Spot is located in room L-200, and the phone number is 972-860-7062. Visit the link above for more information on tutors, hours of operation and policies.

COURSE COVERAGE

<table>
<thead>
<tr>
<th>Review of Real Numbers</th>
<th>Solving Systems of Linear Equations</th>
</tr>
</thead>
<tbody>
<tr>
<td>§1.1 - Tips for Success in Mathematics</td>
<td>§4.1 - Solving Systems of Linear Equations by Graphing</td>
</tr>
<tr>
<td>§1.2 - Symbols and Sets of Numbers</td>
<td>§4.2 - Solving Systems of Linear Equations by Substitution</td>
</tr>
<tr>
<td>§1.3 - Fractions and Mixed Numbers</td>
<td>§4.3 - Solving Systems of Linear Equations by Addition/Elimination</td>
</tr>
<tr>
<td>§1.4 - Exponents, Order of Operation, Variable Expressions, and Equations</td>
<td>§4.5 - Systems of Linear Equations and Problem Solving</td>
</tr>
<tr>
<td>§1.5 - Adding Real Numbers</td>
<td></td>
</tr>
<tr>
<td>§1.6 - Subtracting Real Numbers</td>
<td></td>
</tr>
<tr>
<td>§1.7 - Multiplying and Dividing Real Numbers</td>
<td></td>
</tr>
<tr>
<td>§1.8 - Properties of Real Numbers</td>
<td></td>
</tr>
</tbody>
</table>

Page 7 of 10
### Equations and Problem Solving
- §2.1 - Simplifying Algebraic Expressions
- §2.2 - The Addition and Multiplication Properties of Equality
- §2.3 - Solving Linear Equations
- §2.4 - An Introduction to Problem Solving
- §2.5 - Formulas and Problem Solving
- §2.8 - Solving Linear Inequalities

### Exponents and Polynomials
- §5.1 - Exponents
- §5.2 - Polynomial Functions and Adding and Subtracting Polynomials
- §5.3 - Multiplying Polynomials
- §5.4 - Special Products
- §5.5 - Negative Exponents and Scientific Notation
- §5.6 - Dividing Polynomials

### Graphing
- §3.1 - Reading Graphs and the rectangular Coordinate System
- §3.2 - Graphing Linear Equations
- §3.3 - Intercepts
- §3.4 - Slope and Rate of Change
- §3.5 - Equations of Lines

### Factoring Polynomials
- §6.1 - Greatest Common Factor and Factoring by Grouping
- §6.2 - Factoring Trinomials of the Form $x^2 + bx + c$
- §6.3 - Factoring Trinomials of the Form $ax^2 + bx + c$ and Perfect Square Trinomials
- §6.4 - Factoring Trinomials of the Form $ax^2 + bx + c$ by Grouping
- §6.5 - Factoring Binomials
- §6.6 - Solving Quadratic Equations by Factoring
- §6.7 - Quadratic Equations and Problem Solving

### SYLLABUS REVISION
The guideline in this syllabus may be changed, deleted, or amended any time by the instructor. The attached course outline is intended as an aid in helping you know your responsibilities for the semester. It is possible that some changes in the course outline or class policies will be made during the semester. Any changes that are made to the class policies or course outline will be announced in class.

Revised 01/17/17
This calendar provides you with provisional due dates so you will be able to complete the whole course during this short semester. If you have any questions, please contact your instructor.

Please note that ALL HOMEWORK is DUE on Saturday, 4/08/17 and the FINAL EXAM is DUE on Sunday, 4/09/17.

<table>
<thead>
<tr>
<th>Date (D)</th>
<th>Assignments Due</th>
<th>Date (D)</th>
<th>Assignments Due</th>
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<tbody>
<tr>
<td>D1: 3/20/17</td>
<td>Classes Starts Log into eCampus Fill out Student Information Form</td>
<td>D2: 3/21/17</td>
<td>Log into MML[^1] Discussion Board Activity (MML[^1]) START HERE Activities (MML[^1])</td>
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<tr>
<td>D3: 3/22/17</td>
<td>VIDEO - HW – Section 1.2</td>
<td>D4: 3/23/17</td>
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<td>VIDEO - HW – Section 1.3</td>
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<td>VIDEO - HW – Section 1.4</td>
<td></td>
<td>VIDEO - HW – Section 1.7</td>
</tr>
<tr>
<td>D5: 3/24/17</td>
<td>VIDEO - HW – Section 1.8</td>
<td>D6: 3/25/17</td>
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<td>D10: 3/29/17</td>
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<td>Midterm Exam Review Midterm Exam</td>
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<td>D14: 4/02/17</td>
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<td>VIDEO - HW – Section 4.3</td>
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<tr>
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<td>VIDEO - HW – Section 5.4</td>
<td>D16: 4/04/17</td>
<td>VIDEO - HW – Section 5.6</td>
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<td>D18: 4/06/17</td>
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Note 1: MML – My Math Lab

CALENDAR REVISION
The instructor or the Math Department reserves the right to change, delete, or amend the CALENDAR at any time. Any changes that are made to the class policies or course outline will be announced in class.