DMAT 0310 – Intermediate Algebra INET
2016-2017 Syllabus *
(Fall 2016 – Summer II 2017)

* This Generic Syllabus will be supplemented by your instructor’s Syllabus Addendum. Together, these documents serve as the Course Syllabus.

DISCLAIMER
The instructor reserves the right to amend this syllabus as necessary.

THIS COURSE CAN BE COMPLETED ENTIRELY ONLINE; NO CAMPUS VISITS ARE REQUIRED.

COURSE DESCRIPTION
This course is a study of relations and functions with special emphasis on linear and quadratic expressions and equations, including complex solutions. Also covered are absolute value, polynomial, radical and rational expressions and equations, and linear and absolute value inequalities.

COURSE PREREQUISITES
An appropriate assessment test score or DMAT 0305.

REQUIRED / RECOMMENDED MATERIALS
**ALEKS Access Code.** The web address for ALEKS is [www.aleks.com](http://www.aleks.com). This code will provide access to the ALEKS website where all of the work will be done for the course. The ALEKS website includes an electronic copy of the text, video instruction, and many other helpful features.

✓ Students must have an active e-mail account and regular access to a computer with a reliable internet connection to submit work through ALEKS.

* **GRAPHING calculators are recommended in DMAT 0310.** You will have free access to a graphing calculator in ALEKS on selected questions.

ISBN / TEXTBOOK


* The textbook is NOT required. An e-Text is included in ALEKS.

CERTIFICATION POLICY
Students must attend and participate in their on-campus or online course(s) in order to receive federal financial aid. Instructors are required by law to validate attendance in order for students to receive financial aid. In an online class, simply logging in is not sufficient by itself to demonstrate academic attendance. Students must demonstrate they are participating in their online class and are engaged in an academically related activity. To be certified as attending online mathematics courses, students must do one of the following prior to the certification Date: a) complete the Initial Knowledge Check in ALEKS; or b) complete a Progress Assessment upon transferring previous work. Students should contact the instructor with any questions regarding what constitutes the Initial Knowledge Check.
WITHDRAWAL INFORMATION
Please consult your instructor before withdrawing from this course, and be sure to read the Withdrawal Policy found later in this document. If you choose to withdraw from this course within 30 days of activating your ALEKS Access Code, please have your ALEKS account put on hold by calling ALEKS Support at 714-619-7090 and explaining that you withdrew from the course. You will then be able to use the remainder of the time left on your ALEKS Access Code when you retake the course. If you withdraw from the course more than 30 days after activating your ALEKS Code, you will need to purchase a new ALEKS Code in order to retake the course.

COURSE OUTLINE
This course consists of 353 topics:
Arithmetic Readiness (12 topics)
Real Numbers and Algebraic Expressions (15 topics)
Linear Equations and Inequalities (61 topics)
Lines and Functions (23 topics)
Systems of Linear Equations (16 topics)
Exponents and Polynomials (67 topics)
Rational Expressions and Equations (67 topics)
Radicals (81 topics)
Quadratic Equations and Functions (11 topics)

EVALUATION PROCEDURES
Assessment of your performance will be based upon mastery of topics in ALEKS, a final cumulative exam, and weekly time spent working in ALEKS. Please see your instructor’s Syllabus Addendum for due dates and further grading information.

<table>
<thead>
<tr>
<th>Weekly Time Spent Working in ALEKS *</th>
<th>15%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pie Mastery -- #Topics Mastered/353</td>
<td>60%</td>
</tr>
<tr>
<td>Cumulative Final Exam **</td>
<td>25%</td>
</tr>
</tbody>
</table>

* Please see your instructor’s Syllabus Addendum for time requirements.

** The Final Exam is cumulative and covers material from the following Intermediate Algebra objectives: Exponents and Polynomials, Rational Expressions and Equations, Lines and Functions, Linear Equations and Inequalities, Radicals, and Quadratic Equations and Functions. Failure to master all material in those objectives may result in poor performance on the Final Exam. Please see your Instructor’s Syllabus Addendum for specific topics covered on the Final Exam. The Final Exam does not cover material from the following Prerequisite objectives: Arithmetic Readiness, Real Numbers and Algebraic Expressions, Systems of Linear Equations.

The instructor reserves the right to require proctored testing at any point during the course.

GRADING SCALE
Grades for the course will be assigned using the following scale:

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

The "E" grade is used in all Developmental Mathematics courses for students who put forth effort and finish the course, but for various reasons, were unable to obtain a final average of “C” or better. It is a favorable alternative to receiving an "F" grade, is non-punitive, and is not computed. In order to receive an "E" grade in this course, you must have made significant progress with course work, consistently submitted work in the course, and have participated in all class activities. Students receiving an “E” grade will need to repeat the course and earn a final average of “C” or better to get credit and move on to the next course. Students who have yet to complete the course and fail to participate after the drop date will receive an F in the course.
TEMPORARY ACCESS TO ALEKS
ALEKS provides a Financial Aid Access Code. This code gives students temporary access to ALEKS for a two-week period. Once the code expires, students will be locked out of their ALEKS account until a regular Student Access Code is purchased. It is highly recommended that students purchase the regular Student Access Code BEFORE the two weeks expire to prevent interruptions in their ALEKS account. ALEKS Corporation developed the Financial Aid Access Code to help students receiving financial aid. The availability of this service will depend on its ethical use by instructors and students, and may be discontinued at the discretion of ALEKS at any time. Students completing the entire course using the Financial Aid Access Code will receive a grade of F regardless of course performance. A regular ALEKS Student Access Code must be purchased in order for students to receive a grade based on course performance.

TECHNICAL SUPPORT
It is the responsibility of the student to contact ALEKS Technical Support to resolve any technical issues. Visit http://www.aleks.com/support for assistance.

CVC STUDENT LEARNING OUTCOMES
1. Solve polynomial equations by factoring. (THECBs #4)
2. Simplify rational expressions and solve rational equations. (THECB #s 3&4)
3. Graph and analyze linear equations and linear inequalities. (THECB #s 3&4)
4. Solve absolute value equations and inequalities. (THECB #5)
5. Simplify radical expressions. (THECB #3)
6. Solve quadratic equations. (THECB #3)

TEXAS HIGHER EDUCATION COORDINATING BOARD (THECB) LEARNING OUTCOMES
1. Define, represent, and perform operations on real and complex numbers.
2. Recognize, understand, and analyze features of a function.
3. Recognize and use algebraic (field) properties, concepts, procedures (including factoring), and algorithms to combine, transform, and evaluate absolute value, polynomial, radical, and rational expressions.
4. Identify and solve absolute value, polynomial, radical, and rational equations.
5. Identify and solve absolute value and linear inequalities.
7. Connect and use multiple strands of mathematics in situations and problems, as well as in the study of other disciplines.

TUTORING OPPORTUNITIES
There are several learning aids available to you. You are encouraged to utilize any and/or all of the following FREE resources:
1. Tutoring and supervised study in the Math Resource Center B229 (MRC).
2. Tutoring and supervised study in the Tutoring Center C206.
3. Tutoring from Special Services L108.

All tutoring is available on a "drop in" basis; however, if you would like to make an appointment for a specific time, please call 972-860-2974. During each visit to the Tutoring Center or Math Resource Center you will use your student ID# to sign in and out on our computer at the front desk. More information is available at: http://www.cedarvalleycollege.edu/FutureStudents/StudentServices/TutoringServices/default.aspx
QUALITY ENHANCEMENT PLAN (QEP)
Cedar Valley College’s Quality Enhancement Plan is designed to improve student learning in mathematics. Read more about our QEP at: www.cedarvalleycollege.edu/QEP

CVC’s LEARNING SIGNATURE
CVC’s Learning Signature is One College Transforming Lives. Cedar Valley College establishes clear expectations for students through engagement and empowerment leading to excellence.

CVC Faculty and Staff expect students to:
- take responsibility for their own learning
- commit to achieving high academic performance
- be meaningfully engaged in the campus community

CVC Faculty and Staff expect to:
- provide students a clear pathway of instruction
- establish clear learning outcomes
- serve as role models and mentors for students

WITHDRAWAL POLICY - STOP BEFORE YOU DROP
Under a Texas law (TEC Section 51.907), if you drop too many classes without having an acceptable reason, your GPA could be affected. Be sure you understand how this law may affect you before you drop a class.

The law applies to students who enroll in a Texas public institution of higher education (including the colleges of DCCCD) for the first time in fall 2007 or later. Under this law, you may not drop more than six classes without an acceptable reason during your entire undergraduate career without penalty. For more information, please see our catalog or read Facts About Dropping Classes.

If you drop or withdraw before the official drop/withdrawal deadline, you will receive a grade of W (Withdraw) in each class dropped until the seventh unacceptable drop. You will earn a grade of WF for the seventh unacceptable drop, and each unacceptable drop after that. A grade of WF will be calculated in your GPA as an F.

The deadline for receiving a W is indicated on the academic calendar and the current class schedule. For more information, you may access: http://www.dcccd.edu/Why/Reg/Registration/Pages/DropWithdraw.aspx

The Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. This class may be repeated for the third or subsequent time without paying the additional tuition. Third attempts include courses taken at any of the Dallas County Community Colleges since the fall 2002 semester. More information is available at: http://www.dcccd.edu/PC/Cost/3rdCrseAttmpt/Pages/default.aspx

INSTITUTIONAL POLICIES
ACADEMIC ADVISING
Academic Advising is a collaborative educational process whereby students and their advisors are partners in meeting the students’ academic, personal, and career goals. This partnership is a process that is built over the student’s entire educational career at Cedar Valley College.

Educational planning is available to all students. First time in college students must meet with academic advisors prior to enrolling in classes; however, continuing students may choose to see faculty advisors, faculty counselors, and/or program coordinators after classes begin. All parties have clear responsibilities for ensuring a successful partnership. For more information, you may access: https://www.cedarvalleycollege.edu/FutureStudents/StudentServices/AcademicAdvising/Pictures/AdvisingSyllabus.pdf
ACADEMIC HONESTY
Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. See Also Student Code of Conduct.
https://www1.dcccd.edu/catalog/ss/code.cfm?loc=CVC

ADA STATEMENT
If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office at 972-860-8119.

EMERGENCY ALERT
Sign up for DCCCD Emergency Alerts to receive a text-message, e-mail and/or phone call when there is an unscheduled evacuation or closure of a DCCCD campus or office because of weather closures, utility outages, police or other emergencies. Subscribing is free, but standard text message charges from your cell phone provider will apply. Please refer to: http://www.dcccd.edu/SS/OnlineSvs/EmergAlerts/Pages/default.aspx

FINANCIAL AID
Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy. Financial Aid students MUST attend class by the Certification Date, which is indicated as the “12th Class Day” on the academic calendar.

HEALTH CENTER SERVICES
Basic first aid for minor cuts, scrapes, insect stings, and heat, etc.
- Over-the-counter medications for headaches, fever, seasonal allergies, and colds
- Over-the-counter medications for mild allergic reactions
- Emergency sanitary pads
- Blood Pressure check
- Coordination with outside health agencies such as Carter Blood Care; Dallas County Health Dept. (HIV/STD testing--free, twice a semester); UT Southwestern mobile mammography; Immunizations once a month for children <19 y.o. from the DCDHHS; Agape Massage; and Employee Wellness Screening
- Rest area for stress relief, migraine headaches, post seizure activity
- AED (Automatic External Defibrillator) for CPR
- Confidential "talks"
- Assists with health related club activities when asked and time permits

RELIGIOUS HOLIDAYS
Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to take a make-up examination or complete an assignment within a reasonable time after the absence.