This course syllabus is intended as a set of guidelines for Math 1324, Business and Social Sciences. Both North Lake College and the instructor reserve the right to make changes to the syllabus, course requirements, assignments, grading procedures, and other related policies as necessary to promote the best education possible within prevailing conditions affecting this course. All changes will be announced in class before becoming effective.

Instructor Information

Instructor: Sequetta Desgraves
Email: sdesgraves@dcccd.edu
I will respond to all emails within 24 to 48 hours Monday – Friday. My response time on weekends will be slower so please allow time for me to respond before you resend your email.

Office Phone: 972-273-3533
Office: P321
Office Hours: MW: 1 – 3 PM; TR: 10 - 11:00 AM; F: By Appointment

Online Meetings

NOTE: With prior notice, I am available to meet in person or online using Blackboard Collaborate. I may offer optional Blackboard Collaborate sessions to answer questions or review prior to tests at various times during the semester.

Course Information

Course title: MATH 1324 Section 77431
Credit hours: 3 credit hours
Class meeting time: INET

Attendance is mandatory. See the Financial Aid Certification of Attendance statement.

DCCCD Course Description

Topics from college algebra (linear equations, quadratic equations, functions and graphs, inequalities), mathematics of finance (simple and compound interest, annuities), linear programming, matrices, systems of linear equations, applications to management, economics, and business. (3 Lec.)

Coordinating Board Academic Approval Number 2703015219

STATE ACGM COURSE DESCRIPTION
This course is the application of common algebraic functions, including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and the social sciences are addressed. The
applications include mathematics of finance, including simple and compound interest and annuities; systems of linear equations; matrices, linear programming; and probability, including expected value. (Lec.)

Course Prerequisites
This is an entry-level course and is open to any student meeting TSI standards of college readiness. Students must have an appropriate assessment test for Mathematics or have successfully completed DMAT 0310.

Course Outline
Please see the eCampus classroom for a detailed course calendar.

REQUIRED OR RECOMMENDED TEXTBOOKS AND MATERIALS

Calculators: TI 83 Plus or TI 84 calculator is required.
Optional: Student Solutions Guide: (This is also included in MyLabsPlus).
Course Information and grades will be available via eCampus. [http://ecampus.dcccd.edu](http://ecampus.dcccd.edu)
Online course homework: [http://northlake.mylabsplus.com](http://northlake.mylabsplus.com)

PROGRAM - LEVEL Objectives
Through this Core Curriculum, students will prepare for contemporary challenges by developing and demonstrating the following core objectives:

- **Critical Thinking Skills:** to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information;
- **Communication Skills:** to include effective development, interpretation and expression of ideas through written, oral and visual communication;
- **Empirical and Quantitative Skills:** to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions;

COURSE LEVEL STUDENT LEARNING OUTCOMES
Upon successful completion of this course, students will:

1. Apply elementary functions, including polynomial, rational, logarithmic, and exponential functions to solve problems in business, economics, and the social sciences. CO: 1,2,3
2. Solve mathematics of finance problems, including the simple and compound interest and annuities. CO: 1,2,3
3. Solve applications that require systems of linear equations, matrices, linear programming and probability including expected value. CO: 1,2,3

COURSE OUTLINE: See course calendar and homework list attached as Appendix A.

MEANS OF ASSESSMENT OF COURSE LEARNING OUTCOMES
Mastery of the course material will be demonstrated through a variety of means.

1. A written exam or Mastery test in MyLabsPlus will be given to assess each Learning Outcome.
2. Homework will be assigned and assessed using the software component.
3. Observation of students as they interact in groups and discussions will be used to assess all outcomes.
4. Students will complete projects and learning activities that will address specific course learning outcomes.
EVALUATION PROCEDURES
COURSE GRADE: Your course grade will be comprised of the following elements:
- Chapter tests, online HW and quizzes, Mastery tests, midterm and final exam.
- Chapters 1, 2, 3, 4, 5, 7.2 – 7.4, 8.1 – 8.3 will be covered during the course of the semester.
- See the course calendar for the order of the assignments and due dates.

COMPUTING YOUR GRADE
MLP Homework, Quizzes: 20%
Written Chapter tests: 20%
Midterm Exam: 30%
Final Exam: 30%

GRADING SCALE
Your course grade will be determined by the final grade average based on the following:
A = 90 – 100
B = 80 – 89
C = 70 – 79
D = 67 – 69
F = 0 – 66

GRADE ALTERNATIVES
Incomplete: Only given in EXTREME CIRCUMSTANCES for students who have completed all work except the last exam and/or the final exam and have a documentable hardship.

DISCIPLINE/COURSE/DEPARTMENT POLICIES
Attendance is an important part of your success in this course. Absences are generally detrimental to one’s performance in a course. You are expected to work daily in order that you may increase your chances for a successful semester in this course. Inconsistent working, inactivity and submitting late work can result in a deduction of professionalism points.

HOMEWORK
You have to put time in daily—watching videos, reading the textbook and/or completing homework. Your degree of success in the course will depend on how much effort you are able to give to work. That will depend on the time you are willing to give and the other activities that require your time--work, other courses, family, etc. Homework will be completed using MyLabsPlus. Website: www.northlake.mylabsplus.com
Username AND Password: 7 digit student ID number.
Extra problems may be assigned as the semester progresses.

Please use a notebook or spiral for your notes and homework. I may ask to see your homework periodically throughout the semester especially if you have questions about the course material. Homework is the most important part of a course. Plan to spend 8 - 12 hours a week on homework.

TESTS
There are five unit tests that are completed at home and are not proctored. The student gains access to the test after completing the required HW and mastery test assignments in MyLabsPlus. You must obtain a minimum score of 85% on each HW and 75% on each mastery test in order to obtain the password to the chapter tests. All chapter tests passwords obtained from MyLabsPlus assignments. You will access all chapter tests via the eCampus classroom once you have obtained the password. Once each test is complete, you will be required to scan, save your exam as a single pdf file and upload your test to eCampus for grading. Graded tests will then be returned to each student via the eCampus gradebook. There are NO retests for chapters tests.
EXAMS AND ASSIGNMENTS
Test 1: Chapter 1 (1.1, 1.2, 1.3, 2.1, 2.2)
Test 2: Chapter 2 (2.3, 2.4, 2.5, 2.6)
Test 3: Chapter 3 (3.1, 3.2, 3.3, 3.4)
Test 4: Chapter 4 (4.1, 4.2, 4.3, 4.4, 4.5, 4.6)
Test 5: Chapter 5 (5.1, 5.2, 5.3)

MIDTERM EXAM
Midterm exam covers chapters 1, 2 AND 3. This is a proctored exam and must be taken using Respondus Lockdown Browser. If a student chooses to take the exam at home, the student will need a working laptop with a microphone and webcam. Students may also choose to take the exam at any DCCCD testing center or at a designated testing center with a nominated proctor. The Proctor Nomination Form must be completed within two weeks of taking the midterm exam. This exam may be retaken one time by the designated deadline. The average of both attempts will be the midterm exam grade.
NOTE: See eCampus for complete instruction for completing and submitting assignments.

FINAL EXAM
Final exam covers chapters 4, 5, 7 and 8. This is a proctored exam and must be taken using Respondus Lockdown Browser. If a student chooses to take the exam at home, the student will need a working laptop with a microphone and webcam. Students may also choose to take the exam at any DCCCD testing center or at a designated testing center with a nominated proctor. The Proctor Nomination Form must be completed within two weeks of taking the final exam. This exam may be retaken one time by the designated deadline. The average of both attempts will be the final exam grade.
NOTE: See eCampus for complete instruction for completing and submitting assignments.

TESTING CENTER L240
Taking Tests in the Testing Center (L240) – Midterm and Final Exam ONLY.
• You may not bring personal items into the Test Center. This includes bags, cell phones and pagers. Lockers are available for student use. Please do not share lockers.
• Please show courteous and cooperative behavior while using the services provided by the Testing Center.
• Do not bring children to the testing center. You must make arrangements for the care of your children prior to your exam date. The police department will be notified of any unattended children.
• Do not take any testing materials with you when you leave the Testing Center. This includes the test, answers, charts, scratch paper. These items will be attached to your test.
• Academic Dishonesty
  The Dallas County Community District has established procedures and guidelines to protect the security and integrity of all exams. All incidents of academic dishonesty are documented and reported to the instructor, the Director of Testing and the Dean of Student Enrollment.
• Hours of Operation – Be sure verify hours for any changes:
  Monday – Thursday: 8:30 am – 9:00 pm; Friday: 8:30 am - 4:30 pm; Saturday: 8:30 am - 4:00 pm;
  Sunday: CLOSED.
NOTE: Other cut-off times may be in effect for specific exams by the instructor's direction.
• If your instructor requires you to complete an exam in the Testing Center, be sure to have the following information when you request your test:
  ✓ Instructor’s name
  ✓ Subject and course number…MATH 1324
  ✓ Exam number (1st, 2nd, 3rd, etc.)
  ✓ Exam deadline (Get this information from your instructor. The testing staff can not “look up” this information on computers.)
• You should also bring the following supplies:
A Test Request Form must be completed before entering the Testing center. Only battery operated 4 function, non programmable scientific or TI83/TI84 calculators are allowed. Money for coin-return lockers (quarter). Please do not share lockers. Important: Government- or school-issued photo identification is required & enforced.

Questions? Please visit the Testing Center (L240) or call 972-273-3160. If you need special accommodations, you must submit a request to the Disability Services Office in person (A430) or by phone at 972-273-3165. For more information, visit http://www.northlakecollege.edu/services-and-resources/advice-and-assistance/Pages/disability-services.aspx.

MATH CENTER

The STEM Center, located in L137 and L139 provides assistance and resources free to students enrolled in mathematics and developmental mathematics classes at North Lake College. This is a great place to bring a study group, study quietly, get help with math classes, and use the center’s various resources.

Services offered:
- Tutorial services in all math courses taught at North Lake College
- Computers for use by students enrolled in courses that have an Internet component such as homework systems (i.e., MyLabsPlus, ConnectMath)
- Graphing calculators for use in the center
- Textbooks for use in the center
- A quiet area to study (Just ask one of the tutors)
- Opportunity for students to make up class absences
- Whiteboards space for study groups
- Content workshops covering how to use graphing calculators, course topics, review sessions, and study skills

Contact the STEM Center Manager (Math)
Manager: Camrunn Beck, Room L135, camrunn.beck@dcccd.edu

Hours of Operation
Monday – Thursday: 9 a.m. – 6 p.m.
Friday & Saturday: 9 a.m. – 2 p.m.

INSTITUTIONAL POLICIES - THE LINK BELOW HAS UPDATED INFO ON THE ITEMS LISTED BELOW:
www.northlakecollege.edu/syllabipolicies

DROP POLICY: DO NOT DROP UNTIL YOU SPEAK WITH YOUR INSTRUCTOR.
If you are unable to complete this course, you must officially withdraw by October 3, 2019. Withdrawing is a formal procedure which you must initiate; your instructor cannot do it for you. All Dallas County Community Colleges charge a higher tuition rate to students registering the third time for a course. This rule applies to the majority of credit and Continuing Education / Workforce Training courses. Developmental Studies and some other courses are not charge a higher tuition rate. Third attempts include courses taken at any DCCCD college since the fall 2002 semester. For further information, go online to: http://www.DCCCD.edu/thirdcourseattempt
FINANCIAL AID STATEMENT:
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 are also subject to this policy.

To apply for financial aid in the DCCCD, students must complete FAFSA (Free Application for Federal Student Aid) on the web at [http://www.fafsa.ed.gov](http://www.fafsa.ed.gov).

FINANCIAL AID CERTIFICATION OF ATTENDANCE:
To be certified as attending, a student must complete the following assignments before the 12th day of class. To be certified as attending, a student must complete selected assignments August before August 31, 2019. See eCampus for a complete list of assignments.

COUNSELING SERVICES:
Counseling services for personal issues are provided to all students currently enrolled at North Lake College. These services are provided by licensed professionals who are bound by confidentiality (within ethical parameters) at no charge. With the assistance of a counselor, students are able to identify, understand, resolve issues and develop appropriate skills. To make an appointment call 972-273-3333 or visit A 311.

Appendix A: Program Level Outcomes

North Lake College has comprehensive core curriculum outcomes and assures its graduates are able to meet those outcomes. Our graduates will acquire or improve skills that enable them to be productive citizens, lifelong learners, and effective employees. These skills include the following six areas.

Outcome 1: Communication Skills
Outcome 2: Critical Thinking Skills
Outcome 3: Empirical and Quantitative Skills
Outcome 4: Team work
Outcome 5: Personal Responsibility
Outcome 6: Social Responsibility

MATH-1324 is the TIER 1 - CORE FOUNDATIONS, which requires three component areas of assessment.

Outcome 1: Communications: Written and Visual
Written: Process and produce effective written communication adapted to audience, purpose, and time constraints.
Visual: Effectively interpret visual images or produce effective visual images.

Outcome 2: Critical Thinking:
To include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.

Outcome 3: Empirical and Quantitative Skills:
To include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.

Learning Activities, Outcomes, and Assessment (Program Level Assessment)

ASSESSMENT OF CORE OBJECTIVE: COMMUNICATION (Written and Visual)
ASSESSMENT OF CORE OBJECTIVE: CRITICAL THINKING
ASSESSMENT OF CORE OBJECTIVE: EMPIRICAL and QUANTATIVE SKILLS

An application problem in which students identify unknowns and other information provided, stating appropriate formulas or relationships using appropriate visual charts, graphs or diagrams must be used. Final solution must be stated in such a way as to answer the question posed and be a complete English sentence.

MATH 1324 Course Learning Outcomes
## Course Learning Outcomes

1. Apply elementary functions, including linear, quadratic, polynomial, rational, logarithmic, and exponential functions to solving real-world problems.

2. Solve mathematics of finance problems, including the computation of interest, annuities, and amortization of loans.

3. Apply basic matrix operations, including linear programming methods, to solve application problems.

4. Demonstrate fundamental probability techniques and application of those techniques, including expected value, to solve problems.

5. Apply matrix skills and probability analyses to model applications to solve real-world problems.

### Learning Outcomes

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<tr>
<th>Learning Outcomes</th>
<th>Learning Activity:</th>
<th>Assessments</th>
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<tbody>
<tr>
<td><strong>Learning Outcomes:</strong> Students will accurately determine the maximum revenue that can be earned when given a business model problem. ACGM #1 &amp; 2 Program LO 1,2,3</td>
<td><strong>Learning Activity 1:</strong> Class discussion, computer practice and homework problems with class review</td>
<td><strong>Assessment:</strong> Homework, class discussion and quiz</td>
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<td><strong>Learning Outcomes:</strong> Students will accurately calculate the length of time required for an investment to grow to a given amount. ACGM #1 &amp; 2 Program LO 1,2,3</td>
<td><strong>Learning Activity 2:</strong> Class discussion, computer practice and homework problems with class review</td>
<td><strong>Assessment:</strong> Homework, class discussion and quiz</td>
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<tr>
<td><strong>Learning Outcomes:</strong> Students will accurately calculate the equilibrium price and quantity for a particular business model on a class quiz. ACGM #1 &amp; 2 Program-LO 1,2,3</td>
<td><strong>Learning Activity 3:</strong> Class discussion, computer practice and homework problems with class review</td>
<td><strong>Assessment:</strong> Homework, class discussion and quiz</td>
</tr>
<tr>
<td><strong>Learning Outcomes:</strong> Students will accurately demonstrate fundamental probability techniques and application of those techniques, including expected value, to solve problems. ACGM #4 Program- LO 1, 2, 3</td>
<td><strong>Learning Activity 4:</strong> Class discussion, computer practice and homework problems with class review</td>
<td><strong>Assessment:</strong> Homework, class discussion and quiz</td>
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<td><strong>Learning Outcomes:</strong> Students will accurately apply matrix skills and probability analyses to model applications to solve real-world problems. ACGM #3 &amp; 5 Program-Level Outcome: 1, 2, 3</td>
<td><strong>Learning Activity 5:</strong> Graphing a Linear Equation by Intercepts-Students will identify the x-intercept and y-intercept of a graph. Given a linear equation, calculate the x-intercept and y-intercept and graph the equation.</td>
<td><strong>Assessment:</strong> Homework, class discussion and quiz</td>
</tr>
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</table>