Instructor: Prof. Leticia Escobar
Phone: 972-860-7082
Email: lescobar@dcccd.edu
Office & Office Hours: G-234
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.

STEM Division: C-Building, Room 202 | 972-860-7297

Course Drop Date: Last date to drop with a grade of “W” for DMAT 0317 is Wednesday, 11/27/19. (If you drop from DMAT 0317, you will also be dropped from MATH 1332).

Last date to drop with a grade of “W” for MATH 1332 is Wednesday, 11/27/19.

Certification Date: DMAT-0317-48411 / MATH-1332-48411: Monday, 10/28/19

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

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.
CATALOG DESCRIPTION
Intended for Non-STEM (Science, Technology, Engineering, and Mathematics) majors. Topics include introductory treatments of sets and logic, financial mathematics, probability, and statistics with appropriate applications. Number sense, proportional reasoning, estimation, technology, and communication should be embedded throughout the course. Additional topics may be covered.

PREREQUISITES
Two years of high school algebra and an appropriate assessment test score.

TEXTBOOK and other COURSE MATERIALS
   Even if you use the 14 days temporary access given by MML, you are still required to purchase the code.
3. 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. Apply the language and notation of sets.
2. Determine the validity of an argument or statement and provide mathematical evidence.
4. Demonstrate fundamental probability/counting techniques and apply those techniques to solve problems.
5. Interpret and analyze various representations of data.
6. Demonstrate the ability to choose and analyze mathematical models to solve problems from real-world settings, including, but not limited to, personal finance, health literacy, and civic engagement.

CORE INFORMATION
Math 1332 develops Critical Thinking, Communication, and Empirical and Quantitative Skills by requiring students to solve and analyze applications to at least one of the following: sets, logic, number systems, number theory, functions, probability and statistics.

The following core objectives will be addressed and assessed through the content covered in this course:

➢ Critical Thinking Skills: to include creative thinking, innovation, inquiry, and analysis, evaluation and syntheses of information
➢ Communication Skills: to include effective development, interpretation and expression 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

GRADING RATIONALE

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<thead>
<tr>
<th>Letter Grade</th>
<th>Percentage</th>
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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>D</td>
<td>69 – 60 %</td>
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<tr>
<td>F</td>
<td>59% and below</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>
</tr>
<tr>
<td>20 %</td>
<td>Tests</td>
</tr>
<tr>
<td>25 %</td>
<td>Midterm Exam - Proctored</td>
</tr>
<tr>
<td>10 %</td>
<td>Discussion Board Activities</td>
</tr>
<tr>
<td>25 %</td>
<td>Final Exam - Proctored</td>
</tr>
<tr>
<td>100 %</td>
<td></td>
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</table>

COREQUISITE GRADING
This course has two grades, one for DMAT 0317 and one for MATH 1332. The grade for DMAT 0317, will be calculated using the averages of Modules 1, 2 and 3 assignments and tests, as well as the Midterm Exam and discussions activities (Welcome and Discussion 1). The grade for MATH 1332, will be calculated using all the averages for all the assignments given in the course.

MY MATH LAB CATEGORIES AND WEIGHTS
My Math Lab has 4 categories, Homework (everything labeled HW as well as the videos are included in this category), Tests (Pre-tests and Module Tests as well as the corresponding reviews are included in this category), Quizzes (This category is only used for the Midterm and Final Exam review and tests) and Discussion Activities (All discussion activities are included in this category).

All test reviews are mandatory to complete prior to taking any given test, but they do not count towards your average. Videos are assigned but they are not mandatory or neither they count towards your average.

If you have any questions regarding the grading, contact your instructor for further clarification.
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. The CORE ARTIFACT PROJECT will be part of the discussion activity to turn in.

MIDTERM AND FINAL EXAMS POLICIES
- The midterm and final exam are password protected and only the personnel at the EFC Testing Center (or other testing facility arranged in advance) knows and can input the password.
- 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.
- Contact the instructor the first week of class to designate your testing facility. There is NO fee for testing at ANY of the DCCCD campuses.
- Facilities outside of DCCCD usually require a fee for proctoring “correspondence tests”. Contact information (email address and phone number) is required for facilities outside of DCCCD.
- DCCCD Testing Center locations and hours in addition to information on nominating an individual to serve as proctor can be found at DCCCD Testing Centers.

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)

ADDITIONAL RESOURCES
The Math Tutoring Center provides FREE TUTORING to current Eastfield College students enrolled in a Mathematics or Developmental Mathematics course. Students are encouraged to take advantage of this free resource for additional help in their course work. Please visit the Math Tutoring Center located in the Learning Commons in L200, check eastfieldcollege.edu/tutoring, or call 972-860-7174 for more information.

INSTITUTIONAL POLICY AND SERVICES:
Institutional Policies relating to this course can be accessed from the following link: https://www.eastfieldcollege.edu/au/fastfacts/legal/pages/policies-for-syllabi.aspx

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 upper case. 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 you 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.

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.

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 contains between 20-35 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 contains between 20-33 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
• 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 proctored Midterm Exam. Once you have completed the whole course you will have a comprehensive proctored Final Exam.

**NOTE:** Allow time for computer/internet problems -- do not wait until the last minute to submit work. This is an online class. You are expected to have a computer and internet access available to you. There are computers on campus but they are only open when the College is open and only during their hours posted on the door. The website being down or your computer or internet access not working at the last minute is something you should expect. No extensions are given for any reason.

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Sections</th>
<th>Topics</th>
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<tbody>
<tr>
<td>Ch. 1</td>
<td>1.1 – 1.3 (All Sections)</td>
<td>Problem Solving and Critical Thinking</td>
</tr>
<tr>
<td>Ch. 2</td>
<td>2.1 – 2.5 (All Sections)</td>
<td>Set Theory</td>
</tr>
<tr>
<td>Ch. 3</td>
<td>3.1 – 3.7</td>
<td>Logic</td>
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<tr>
<td>Ch. 5</td>
<td>5.1 – 5.6</td>
<td>Number Theory and the Real Number System</td>
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<tr>
<td>Ch. 8</td>
<td>8.1 – 8.8 (Not including 8.5)</td>
<td>Consumer Mathematics and Financial Management</td>
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<tr>
<td>Ch. 12</td>
<td>12.1, 12.2</td>
<td>Statistics</td>
</tr>
</tbody>
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Revised 10/21/19
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. All official due dates are posted in My Math Lab (MML).

<table>
<thead>
<tr>
<th>Week</th>
<th>Assignments Due</th>
<th>Log into MML¹</th>
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<tbody>
<tr>
<td>1</td>
<td>10/21&lt;br&gt;Classes Starts&lt;br&gt;Log into eCampus&lt;br&gt;Fill out Student Information Form</td>
<td>Discussion Board Activity (MML)¹&lt;br&gt;START HERE Activities (MML)¹&lt;br&gt;VIDEO - HW – Orientation</td>
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<td>2</td>
<td>10/28&lt;br&gt;VIDEO – Skill Check – Chapter 5&lt;br&gt;PRE-TEST – Skill Check – Chapter 5&lt;br&gt;HW – Skill Check – Chapter 5&lt;br&gt;VIDEO - HW – Section 5.1&lt;br&gt;VIDEO - HW – Section 5.2&lt;br&gt;VIDEO - HW – Section 5.3</td>
<td>VIDEO - HW – Section 5.4&lt;br&gt;VIDEO - HW – Section 5.5&lt;br&gt;VIDEO - HW – Section 5.6&lt;br&gt;Review &amp; Test Chapter 5</td>
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<tr>
<td>3</td>
<td>11/04&lt;br&gt;VIDEO – Skill Check – Chapter 1&lt;br&gt;PRE-TEST – Skill Check – Chapter 1&lt;br&gt;HW – Skill Check – Chapter 1&lt;br&gt;VIDEO - HW – Section 1.1&lt;br&gt;VIDEO - HW – Section 1.2&lt;br&gt;VIDEO - HW – Section 1.3</td>
<td>VIDEO – Skill Check – Chapter 12&lt;br&gt;PRE-TEST – Skill Check – Chapter 12&lt;br&gt;HW – Skill Check – Chapter 12&lt;br&gt;VIDEO - HW – Section 12.1&lt;br&gt;VIDEO - HW – Section 12.2&lt;br&gt;Review &amp; Tests Chapters 1 &amp; 12</td>
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<td>4</td>
<td>11/11&lt;br&gt;Midterm Exam Review&lt;br&gt;Midterm Exam</td>
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<td>5</td>
<td>11/18&lt;br&gt;VIDEO – Skill Check – Chapter 2&lt;br&gt;PRE-TEST – Skill Check – Chapter 2&lt;br&gt;HW – Skill Check – Chapter 2&lt;br&gt;VIDEO - HW – Section 2.1&lt;br&gt;VIDEO - HW – Section 2.2&lt;br&gt;VIDEO - HW – Section 2.3</td>
<td>VIDEO - HW – Section 2.4&lt;br&gt;VIDEO - HW – Section 2.5&lt;br&gt;Review &amp; Test Chapter 2&lt;br&gt;Discussion Activity 1 - DUE</td>
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<td>6</td>
<td>11/25&lt;br&gt;VIDEO - HW – Section 3.1&lt;br&gt;VIDEO - HW – Section 3.2&lt;br&gt;VIDEO - HW – Section 3.3&lt;br&gt;VIDEO - HW – Section 3.4</td>
<td>VIDEO - HW – Section 3.5&lt;br&gt;VIDEO - HW – Section 3.6&lt;br&gt;VIDEO - HW – Section 3.7&lt;br&gt;Review &amp; Test Chapter 3</td>
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<tr>
<td>7</td>
<td>12/02&lt;br&gt;VIDEO – Skill Check – Chapter 8&lt;br&gt;PRE-TEST – Skill Check – Chapter 8&lt;br&gt;HW – Skill Check – Chapter 8&lt;br&gt;VIDEO - HW – Section 8.1&lt;br&gt;VIDEO - HW – Section 8.2&lt;br&gt;VIDEO - HW – Section 8.3</td>
<td>VIDEO - HW – Section 8.4&lt;br&gt;VIDEO - HW – Section 8.5&lt;br&gt;VIDEO - HW – Section 8.7&lt;br&gt;VIDEO - HW – Section 8.8&lt;br&gt;Review &amp; Test Chapter 8&lt;br&gt;Discussion Activity 2 - DUE</td>
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<tr>
<td>8</td>
<td>12/09&lt;br&gt;Final Exam Review&lt;br&gt;Final Exam</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.