

**Odessa College**  
**Introductory Algebra Web Class**  
**Fall 2011**

**Instructor:** Nikki Handley                      ET 102                      335-6751

**E-mail:** [nhandley@odessa.edu](mailto:nhandley@odessa.edu)

**Course Number:** 0372.WB9\_WB7\_WB5

**Webpage:** <http://www.odessa.edu/dept/math/nhandley>

**Credit Hours:** 3

A developmental course that introduces elementary algebra with some arithmetic review. Includes signed numbers and rational numbers with operations through exponentiation; algebraic expressions and their operations; linear equations and inequalities including applications, graphs. The student will learn to select appropriate mathematical techniques and technologies and use skills in information organizing, processing, planning, and problem solving. Credit is not transferable. This course does not satisfy requirements for any degree plan at College. Placement testing is available. Attendance is mandatory for TASP/THEA liable students. Lab fee required. (SCANS 3, 8, 9) Prerequisite: MATH 0371 passes with a 'C' or better or satisfactory placement score. Corequisite: 14 hours in the Math Academic Resource Lab.

**Course Objectives**

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- 1.0            Performing algebraic operations with real numbers.
  
- 2.0            Solve equations and inequalities and solve applied problems.
  
- 3.0            Graph equations and inequalities.
  
- 4.0            Verify equivalent expressions and perform basic operations with polynomials.
  
- 5.0            Perform polynomial operations and factoring algebraic expressions

**Textbook:** *Elementary and Intermediate Algebra*; Bittinger, 4e

**MyMath Lab Software:** all homework done with this software

**Technology:**

Students must have a valid e-mail address to register for computer software. The email address that you use to register your software will be the email address to which I will send any information or announcements. Please check this account regularly. It is

recommended that you use your Odessa College email address. All work is done through the internet, so you need internet access. If you do not have access to the internet, you may use the computers in the math lab.

**Method of Evaluation:** Homework: 30%  
 Test: 40%  
 Final Exam: 20% (Final is comprehensive)  
 Discussion Board & Scavenger Hunt: 10%

Percentage (%)	Grade
90-100	A
80-89.9	B
70-79.9	C
60-69.9	D
Below 60	F

**No Make-up on Homework or Test!! Make prior arrangements.  
 No Late Homework Accepted.  
 Failure to take Final Exam will result in receiving an F for the class**

**Homework Due Dates:**

- Week 1:** Register MyMath lab  
 Read all info about class on instructor web-site and in MyMath lab  
 Discussion Board: Introduction  
 Sections 1.1 – 1.3 due by midnight Sunday night
- Week 2:** Discussion Board: Scavenger Hunt  
 Web information sheet: complete and e-mail to instructor  
 Calendar: Make a calendar with due dates and test dates  
 Sections: 1.4 – 1.6 due by midnight Sunday night  
 Complete sections 1.1 – 1.3 if not finished
- Week 3:** Discussion Board: Taking Notes in Your Math Course  
 Sections 1.7 -1.8 due by midnight Thursday night  
 Review for chapter 1 test: Complete the review and take a practice test  
 Chapter 1 test: open Thursday through Sunday
- Week 4:** Discussion Board: Test Taking Strategies  
 Sections 2.1 – 2.3 due by midnight Sunday night
- Week 5:** Discussion Board: Time Management  
 Sections 2.4 – 2.6 due by midnight Sunday night
- Week 6:** Discussion Board: Learning Styles  
 Section 2.7 due by midnight Thursday night  
 Review for chapter 2 test: Complete the review and take a practice test  
 Chapter 2 test: open Thursday through Sunday  
 Section 3.1 open if you want to start it
- Week 7:** Discussion Board: S.O.S. MATHematics  
 Sections 3.1 – 3.3 due by midnight Sunday night
- Week 8:** Discussion Board: Study Skills Websites  
 Sections 3.4 – 3.6 due by midnight Sunday night
- Week 9:** Discussion Board: Midterm, how do you feel?  
 Sections 3.7 due by midnight Sunday night

- Review for chapter 3 test: Complete the review and take a practice test  
Chapter 3 test: open Thursday through Sunday
- Week 10:** Discussion Board: Chapter 4 open discussion  
Sections 4.1 – 4.3 due by midnight Sunday night
- Week 11:** Discussion Board: The MyMath lab Program  
Sections 4.4 – 4.6 due by midnight Sunday night
- Week 12:** Discussion Board: Support for College  
Sections 4.7 – 4.8 due by midnight Sunday night  
Review for chapter 4 test: Complete the review and take a practice test  
Chapter 4 test: open Thursday through Sunday
- Week 13:** Discussion Board: Greatest success and accomplishment  
Sections 5.1 – 5.3 due by midnight Sunday night
- Week 14:** Discussion Board: About the Class  
Sections 5.4 – 5.6 due by midnight Sunday night
- Week 15:** Discussion Board: Preparing for Final  
Sections 5.7-5.8 due Sunday night  
Study and review for final: Complete the Final Exam Review  
Final Exam opens on Saturday (Must be taken in ET 120)
- Week 16:** Discussion Board: No discussion board  
Final exam must be taken by close of day Tuesday (Must be taken in ET 120)

**NOTES:** You can print out the notes for class at <https://sites.google.com/site/intro372>  
Please bring them to class with you.

### **Communication**

Communication plays a vital role in an online student's success. Communication methods for this course include announcements, email, and discussion boards. You are required to participate in the discussion boards. Each student should submit 1 meaningful threads in the discussion boards each week. You will earn credit for meaningful posts to the discussion boards through May 6th. Idle chitchat and non-meaningful posts will not count towards your grade. Any emails I receive will be answered within 2 business days.

### **Exams**

You are allowed two attempts on each of the test. I strongly suggest that you take your first attempt at least one day prior to the due date to allow time for studying your mistakes and improving your grade, if needed. The final exam is comprehensive and will be proctored. You must present a picture ID before taking the final exam. All students will take the final exam in the Math Lab located in the OC Mathematics Department. The final exam is comprehensive and will be due by **9:30 PM**. You will not be allowed to bring your cell phone into the final exam area. If you do not take the final exam, you will receive an F for the course.

### **Tutoring**

Tutoring is available through Developmental Studies and in the OC Math Lab. The hours for the math lab are Mon-Thurs 8:30 AM – 8:30 PM, Fri 8:30 am – 1pm, Sun 1-5 pm in SSC

### **Back-Up Plan**

You must have a back-up plan for this course in case your primary computer fails during the semester. Please detail the location of the two computers in your student information sheet.

**Dropping**

The last day to drop a course at Odessa College for the spring semester of 2011 is 11-9-11.

**Conduct:** All students will be expected to abide by the OC Code of Classroom Etiquette. I have provided a copy for you. If you fail to abide by these rules, you will be asked to leave my classroom or be removed completely from my class.

**Office Hours:** Monday: 8:15 – 10:00 am  
Tuesday: 8:15 - 9:30 am  
Wednesday: 8:15 – 10:00 am  
Thursday: 8:15 - 9:30 am  
Friday: 8:00 – 10:00 am

**SPECIAL NEEDS:** Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the office of Disability Services at 335-6861 to request assistance and accommodations.

**Learning Resource Center (The Library)**

The Library, known as the Learning Resources Center, provides research assistance via the LRC's catalog (print books, videos, e-books) and databases (journal and magazine articles). Research guides covering specific subject areas, tutorials, and the "Ask a Librarian " service provide additional help.

**Student Email**

Please access your [Odessa College Student E-mail](http://www.odessa.edu/gmail/), by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

**Student Portal****Technical Support**

For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at [https://www.odessa.edu/dept/ssc/helpdesk\\_form.htm](https://www.odessa.edu/dept/ssc/helpdesk_form.htm).

**Important School Policies**

For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or student's and instructors' right to academic freedom can be found in the Odessa College Student Handbook.

