Instructor Information:

Instructor: Mrs. Cynthia Bishop
Office: MCS 220B
Office Phone: (325) 486-5428
Fax: (325) 942 – 2503
E-mail: Cynthia.Bishop@angelo.edu

Office Hours:
Monday / Wednesday: 10:00 am – 11:00 am ; 3:00 pm – 4:00 pm
Tuesday / Thursday: 9:00 am –11:00 am
Friday: 9:00 am - 11:00 am
and by appointment

Note: When contacting me via email or phone, allow 24 hours for a response. I do not generally check email from home.

Course Information:

Textbook

College Algebra, 12th edition, by Gustafson and Hughes.

Math Lab
There is a Math Learning Lab which offers free tutoring. This is a great place to do homework or go if you have questions on an assignment and you are unable to come to my office. The lab is located on the third floor of the library in room C302.

M –TH: 9:00 am – 8:00 pm
F: 9:00 am – 12:00pm
Sunday: 4:00pm – 8:00pm

Lecture Notes
It is your responsibility to print the lecture notes from Blackboard and bring them to class each day. I strongly suggest keeping your notes and other class materials in a 3-ring binder.

Blackboard
All course information such as test reviews, lecture notes, grades, and announcements will be available in Blackboard.

Attendance
You are expected to attend all scheduled class meetings, arrive on time, and stay for the entire class period. Class attendance is crucial in this course. If you are tardy, it is your responsibility to let me know after class so that I can change my records. Please do not make tardiness a habit.

Late Work
I do not accept late work. Two homework grades and two quiz grades will be dropped. This is the leeway given for unavoidable absences.

Final Exam
We will have a comprehensive Final Exam on Tuesday, December 11th, 2018 from 1:00pm – 3:00pm in MCS 214
Quizzes

• Quizzes will be given in class on a regular basis. In-class quizzes may be given at any time during class, but will most likely be given at the beginning of class. If you are tardy or absent and miss an in-class quiz, it is a zero. There are no make-up quizzes.

• Take home quizzes will be handed out at the end of class and are due at the beginning of the next class period. It is your responsibility to keep up with when the quizzes are due. No late quizzes will be accepted. The best way to keep up your quiz average is to be in class every day. I will drop 2 quiz grades.

• Adequate work must be shown on all quizzes. The general rule of thumb is to show as much work on a problem as I show when doing a similar example in class. Your work must be legible and show clear steps leading to your answer. If no work is shown or I cannot read your work, it will be counted wrong.

Homework

We will be using an online program called WebAssign for homework this semester. You will be able to access your WebAssign account through Blackboard. In order to register for WebAssign you will need the following:

1) a valid email address,
2) your student access code (packaged with your textbook or purchased directly from WebAssign)

Note: If you are repeating a college algebra course at ASU that used WebAssign, you will not be required to purchase the code a second time. You will only need your username and password for your WebAssign account. More information on WebAssign will be given on the first day of class.

Exams

• We will have four regular exams and a comprehensive final exam.

• In general, calculators will not be allowed on the first two exams. Limited use of a non-graphing calculator will be allowed after the second exam.

• All exams, including the final, will be pencil-and-paper exams. There will be no make-up exams unless arrangements are made with me prior to the test.

• I will replace your lowest exam score with your final exam, if it is to your benefit. You are given this second chance for unavoidable absences.

• If you leave the room during an exam, I may take up your exam and grade as is.

• When grading your exam, I am grading your work as well as your answer. Typically a correct answer is worth 1 point, while the work leading to the answer is worth 3-4 points. Therefore you must always show adequate work that leads to your answer. Failure to do so will result in a failing grade. The general rule of thumb is to show as much work on a problem as I show when doing a similar problem in class.

• All regular exams will be given on TUESDAY evenings from 5-7 pm in our classroom. Test days will be as follows:
  
  - Tuesday, Sept. 25th: Test 1
  - Tuesday, Oct. 16th: Test 2
  - Tuesday, Nov. 6th: Test 3
  - Tuesday, Nov. 27th: Test 4

• These test dates and times are MANDATORY. Exceptions will be made only for emergencies and will be evaluated on a case by case basis.

Grading Scheme

Homework Average: 10% of final grade
Quiz Average: 10% of final grade
Exam 1-4 Average: 60% of final grade
Final Exam: 20% of final grade

The following table determines how letter grades will be assigned in the course.

<table>
<thead>
<tr>
<th>90% and above</th>
<th>80% to 89%</th>
<th>70% to 79%</th>
<th>60% to 69%</th>
<th>Less than 60%</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
<td>F</td>
</tr>
</tbody>
</table>
Drop Date

Thursday, November 1, 2018, is the last day to drop a course with a W or withdraw from the university.

Internet/Email

All current students are required to maintain an @angelo.edu e-mail account (see ASU Electronic Communication Policy). Common Courtesy:

- Silence all cell phones before entering the classroom. Place these items in your backpacks and not on your desks. No earbuds or headphones can be worn during class.
- *Stay off your phone* during class. I reserve the right to ask you to leave class if I observe you texting or otherwise using your phone during class. If you are asked to leave, you will receive an absence for that day.

University Policies:

Student Disability Services

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA), and subsequent legislation.

The Office of Student Affairs is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability, and it is the student’s responsibility to initiate such a request by contacting:

Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
325-942-2047
dallas.swafford@angelo.edu

Title IX

Angelo State University is committed to the safety and security of all students. If you or someone you know experience sexual harassment, sexual assault, domestic or dating violence, stalking, or discrimination, you may contact ASU’s Title IX Coordinator:

Michelle Boone
Director of Title IX Compliance
325-942-2022
michelle.boone@angelo.edu

Incomplete Grade Policy

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. (See ASU OP 10.11 Grading Procedures for more information.)

Student Absence for Observance of Religious Holy Days

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. (OP 10.19 Student Absence for Observance of Religious Holy Day)


**Student Conduct Policies**

**Academic Integrity**

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject to disciplinary action and possible expulsion from ASU. The College of Science and Engineering adheres to the Statement of [Academic Integrity](#).

**Plagiarism**

Plagiarism is a serious topic covered in ASU’s [Academic Integrity](#) in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality via Turnitin. Resources to help you understand this policy better are available at the [ASU Writing Center](#).

**Mathematics 1314: College Algebra Student Learning Outcomes:**

1. **Students will demonstrate factual knowledge including the mathematical notation and terminology used in this course.** Students will read, interpret, and use the vocabulary, symbolism, and basic definitions used in college algebra including the real numbers, exponents, radicals, polynomials, factoring, functions, equations, inequalities, and graphs.

2. **Students will describe the fundamental principles including the laws and theorems arising from the concepts covered in this course.** Students will identify and apply the laws and formulas that result directly from the definitions; for example, the quadratic formula, rules of exponents, and properties of logarithms.

3. **Students will apply course material along with techniques and procedures covered in this course to solve problems.** Students will use the facts, formulas, and techniques learned in this course to simplify algebraic expressions, graph functions, and solve inequalities, equations and systems of equations.

4. **Students will develop specific skills, competencies, and thought processes sufficient to support further study or work in this field or related fields.** Students will acquire a level of proficiency in the fundamental concepts and applications necessary for further study in academic areas requiring college algebra as a prerequisite, or for work in occupational fields requiring a background in algebra. These fields might include education, business, finance, marketing, computer science, physical sciences, and engineering, as well as mathematics.

**Course Content:**


- **Ch. 0: A Review of Basic Algebra:** Real Numbers; Integer Exponents and Scientific Notation; Rational Exponents and Radicals; Polynomials; Factoring Polynomials; Rational Expressions.
- **Ch. 1: Equations and Inequalities:** Linear Equations and Rational Equations; Applications of Linear Equations; Complex Numbers; Quadratic Equations; Applications of Quadratic Equations; Other Types of Equations; Inequalities; Absolute Value.
- **Ch. 2: Functions and Graphs:** Functions and Function Notation; The Rectangular Coordinate System and Graphing Lines; Linear Functions and Slope; Writing and Graphing Equations of Lines.
- **Ch. 3: Functions:** Graphs of Functions.
- **Ch. 4: Polynomial and Rational Functions:** Quadratic Functions.
- **Ch. 5: Exponential and Logarithmic Functions:** Exponential Functions and Their graphs; Logarithmic Functions and their graphs; Properties of Logarithms; Exponential and Logarithmic Equations.
- **Ch. 6: Linear Systems:** Systems of Linear Equations; Partial Fractions.
Proposed Course Schedule – Math 1314:

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Sections Covered</th>
<th>Test Material</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>T  8/28</td>
<td>Syllabus, WebAssign, 0.1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>R  8/30</td>
<td>0.1 / 0.2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>T  9/4</td>
<td>0.2 / 0.3</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>R  9/6</td>
<td>0.3</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>T  9/11</td>
<td>0.4 / 0.5</td>
<td>End Test 1 material</td>
</tr>
<tr>
<td>6</td>
<td>R  9/13</td>
<td>0.5</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>T  9/18</td>
<td>0.6</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>R  9/20</td>
<td>0.6 / 1.1</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>T  9/25</td>
<td>1.1, Review</td>
<td>TEST 1 (sections 0.1-0.5)</td>
</tr>
<tr>
<td>10</td>
<td>R  9/27</td>
<td>1.2 / 1.3</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>T  10/2</td>
<td>1.2 / 1.3</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>R  10/4</td>
<td>1.4</td>
<td></td>
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<tr>
<td>13</td>
<td>T  10/9</td>
<td>1.4 / 1.5</td>
<td>End Test 2 material</td>
</tr>
<tr>
<td>14</td>
<td>R  10/11</td>
<td>1.6</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>T  10/16</td>
<td>1.6, Review</td>
<td>TEST 2 (sections 0.6-1.5)</td>
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<tr>
<td>16</td>
<td>R  10/18</td>
<td>1.7</td>
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<tr>
<td>17</td>
<td>T  10/23</td>
<td>1.8</td>
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<tr>
<td>18</td>
<td>R  10/25</td>
<td>2.1 / 2.2</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>T  10/30</td>
<td>2.3 / 2.4</td>
<td>End Test 3 material</td>
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<tr>
<td>20</td>
<td>R  11/1</td>
<td>3.1 / 4.1</td>
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<tr>
<td>21</td>
<td>T  11/6</td>
<td>4.1, Review</td>
<td>TEST 3 (sections 1.6-2.4)</td>
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<tr>
<td>22</td>
<td>R  11/8</td>
<td>4.1 / 5.1</td>
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<td>T  11/13</td>
<td>5.3 / 5.5</td>
<td></td>
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<tr>
<td>24</td>
<td>R  11/15</td>
<td>5.6 / 6.1</td>
<td>End Test 4 material</td>
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<tr>
<td>25</td>
<td>T  11/20</td>
<td>Log Review</td>
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<tr>
<td>26</td>
<td>T  11/27</td>
<td>6.1, Review</td>
<td>TEST 4 (sections 3.1-5.6)</td>
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<tr>
<td>27</td>
<td>R  11/29</td>
<td>6.1 / 6.6</td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>T  12/4</td>
<td>Cumulative Review</td>
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<tr>
<td>29</td>
<td>R  12/6</td>
<td>Cumulative Review</td>
<td></td>
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<tr>
<td>30</td>
<td>T  12/11</td>
<td>Final Exam</td>
<td>1-3 pm in MCS 214</td>
</tr>
</tbody>
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1. https://blackboard.angelo.edu/
3. http://www.angelo.edu/content/files/14197-op-1011-grading-procedures