This 11-week self-study program runs from 08/27/2018 – 11/9/2018

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*Routinely check your @angelo.edu e-mail account for important class updates.

Office: MCS 205 K
Open door policy, stop by and let me help you. Bring your laptop and we can work on ALEKS® together. Students are welcome without an appointment during these times:

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<th>Day</th>
<th>Time</th>
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<tr>
<td>Monday</td>
<td>10:00 am – 11:00 am, 3:00 pm – 4:00 pm</td>
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<tr>
<td>Tuesday</td>
<td>9:00 am – 10:00 am, 1:30 pm – 3:00 pm</td>
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<td>Wednesday</td>
<td>10:00 am – 11:00 am, 3:00 pm – 4:00 pm</td>
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<td>Thursday</td>
<td>9:00 am – 10:00 am, 1:30 pm – 3:00 pm</td>
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<td>Friday</td>
<td>10:00 am – 11:00 am</td>
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Math Learning Lab: Library C 302 Free Personal Tutoring!
You decide when to attend. No appointment required. Some computers will be available, or bring your laptop. If you are struggling with a topic in ALEKS®, stop by the math lab – it’s a great resource!

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<tbody>
<tr>
<td>Monday - Thursday</td>
<td>9:00 am – 8:00 pm</td>
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<td>Friday</td>
<td>9:00 am – Noon</td>
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<tr>
<td>Sunday</td>
<td>4:00 pm – 8:00 pm (starting 9/9/2018)</td>
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Introduction: This 11-week self-study program is designed to prepare you for college level mathematics.

Textbook: We will not be using a textbook. Instead, registration in the online program ALEKS® is required.

Blackboard®: We will be using ASU’s classroom management system Blackboard®. Our syllabus and other important class announcements will be posted there. Blackboard® can be accessed through RamPort or by visiting http://blackboard.angelo.edu.

♦ ASU expects its students to maintain complete honesty and integrity in their academic pursuits. ♦

ALEKS®: We will be using the online instructional system ALEKS® (Assessment and LEarning in Knowledge Spaces). ALEKS® is an artificial intelligence-based system for individualized learning and is available 24/7 over the internet at www.aleks.com. The customer service number for ALEKS® is 714-619-7090.

ALEKS® Course Code: NFAYN-XNFCF
ALEKS® access code: F9D73-DA756-19F2F-EF026
Course Design: After a quick tutorial, you will work through an Initial Knowledge Check to determine which topics you already know and what you are ready to learn next. Your progress is reported by ALEKS® in the form of a pie chart. As you learn new topics, the pie slices are filled. Keep working on new topics until you have mastered all of them and filled in your pie!

Two Pie Charts: You will actually complete two different pie charts this semester. Everyone will begin with a very small pie chart covering 50 basic math skills. As soon as you fill the intro pie, contact your instructor so that you may move on to the 150 main topics for this course.

Notebook: You will undoubtedly find it very helpful to maintain a notebook containing the problems and explanations you will encounter as you work in ALEKS®. Your notes will provide you with a written resource that you can use to seek further help, when needed, from your instructor or tutors in the Math Learning Lab. You may use your notebook during Knowledge Checks.

Calculator: An online calculator is available within ALEKS® when appropriate. No other calculators are permitted.

Videos: You may find it very helpful to watch and listen to optional video features available in ALEKS 360®.

Web Based Learning: This is a self-study course. Your goal is to master 15 (or more) topics each week. You can work on ALEKS® from any location at any time. You might find time between classes, or after lunch, or Saturday afternoon. Thirty minutes here... and an hour there... It all adds up! Keep working on new topics until you have filled in your pie chart.

Reviews: After you have completed your main pie chart, you will have four comprehensive review assignments to prepare for the final exam. You may attempt the reviews multiple times.

Exams: There is only one graded exam in this class, the online final exam.

Overall Course Grade: You will receive an ‘S’ for satisfactory or a ‘U’ for unsatisfactory in this class. The grading scheme is based on both your pie chart and your final exam.

- Your progress through the Main Pie Chart counts for 25% of your composite score.
- Your score on the Final Exam counts for 75% of your composite score.

If your overall composite grade is 65% or higher, you will have successfully completed this course and be considered TSI complete for math.

Progress Targets: Your steady progress through the course topics is critical to your success. Strive to master 15 (or more) new topics each and every week.

ALEKS® Knowledge Checks: Your learning is tested from time to time by ALEKS®. These Knowledge Checks are automatically generated based on your progress in the course and will be unique to you. They may be taken from any location and you may use your notebook. ALEKS® will confirm the topics you have truly mastered, identify topics needing further study, and update your pie chart.
Final ALEKS® Exam: You are required to take a Final Comprehensive ALEKS® Exam. This two-hour online exam will be taken without your notes, without a calculator, in a proctored and controlled environment. Final Exams will be administered periodically throughout the semester.

After you have completed 142 topics in your Math NONN Main pie chart and you have achieved at least 75% on all four reviews, contact your instructor to schedule your final exam. You must take and pass your final exam before November 9th, 2018.
   a. If the overall course grade is 65% or higher, you will have successfully completed this course and be considered TSI complete for math.
   b. If not, you may continue working on your pie, re-do the reviews, and attempt another final at a later date.

Other information:

- Drop Date – November 1, 2018 is the last day to drop a course with a W or withdraw from ASU. However, unless you have passed the math section of the TSIA, you may not drop this class.

- TSI Assessment - Students may become TSI complete at any time by passing the math section of the TSIA. Contact ASU’s Testing Center, VIN 291, 325-942-2624, TestingCenter@angelo.edu for TSIA administration and cost.

- This syllabus is current and accurate as of August 23, 2018. Revisions may occur. Changes will be posted on Blackboard®.

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 of 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 policy 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.
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, 325-486-6357, michelle.boone@angelo.edu

- **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. ([http://www.angelo.edu/opmanual/](http://www.angelo.edu/opmanual/) -- OP 10.19) You still have the responsibility to complete your progress targets.

- **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 Operating Policy 10.11 Grading Procedures for more information.

Math NONN Student Learning Outcomes

1. **The 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 arithmetic, geometry, and algebra.

2. **The students will describe the fundamental mathematical principles, generalizations, and properties arising from the concepts covered in this course.** Students will identify and apply the basic operations on the real numbers, polynomials, and geometric formulas; and the techniques used in solving a variety of types of equations and systems of equations.

3. **The 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 solve application problems in a variety of topics to include business, number relations, geometric situations, percent, and proportions.
The students will develop the basic skills and knowledge necessary to be successful in college-level mathematics courses. Students will acquire a level of proficiency in the fundamental concepts of arithmetic, geometry, algebraic manipulation, graphing, and applications to promote success in college-level math courses.

Math NONN Course content

No Textbook. Software: ALEKS®, Assessment and LEarning in Knowledge Spaces, [www.aleks.com](http://www.aleks.com). The following objectives are covered.

1. **Arithmetic Readiness.** Order of operations with whole numbers; addition, subtraction, multiplication and division of fractions and mixed numbers; and rounding decimals.

2. **Real Numbers and Linear Equations.** Addition, subtraction, multiplication and division of signed numbers; exponents; order of operations with integers and exponents; evaluating expressions; combining like terms; linear equations and inequalities.

3. **Graphs and Linear Functions.** Graphing lines; equations of lines and applications; and graphing linear inequalities.

4. **Systems of Linear Equations.** Solving systems of equations in two variables by graphing, substitution and addition; and applications.

5. **Exponents and Polynomial Expressions** The laws of exponents; integer exponents; scientific notation; product of a monomial and another polynomial; the product of polynomials; factoring polynomials: the greatest common factor, factoring by grouping, factoring trinomials, formulas for factoring special products, complete factorization; and quadratic equations solved by factoring.

6. **Rational Expressions and Functions.** Simplifying rational expressions; multiplication, division, addition and subtraction of rational expressions; simplifying complex fractions; and rational equations.

7. **Radicals and Rational Exponents.** Simplifying radical expressions; operations with radicals; rationalizing denominators; and rational exponents.

8. **Quadratic Equations and Functions.** Solving quadratic equations by the quadratic formula.
Student Agreement for MATH NONN, Using ALEKS®

As indicated in the ASU Schedule of Classes, MATH NONN is an “11 week computer based instruction.”

We have selected the online instructional system ALEKS® (Assessment and Learning in Knowledge Spaces) to facilitate your learning, making it individualized and partially self-paced. To make this format effective we ask you to agree to the conditions given below, and to return this sheet, signed indicating your agreement, at our first class meeting. A copy of this agreement is in your syllabus for reference.

**Student Agreement:** I am aware of my obligation to:

1. Establish an active ALEKS® account.
2. Follow the ASU Academic Honor Code.
3. Properly care for and protect ASU computers.
4. Regularly check my @angelo.edu email.
5. Master all 50 topics in the Intro ALEKS pie chart.
6. Master 142 out of 150 topics in the Main ALEKS pie chart.
7. Take a proctored online ALEKS final exam.
8. Earn a composite score of 65% or higher to meet TSI requirements.

___________________________________  ______________
Printed name                               CID

____________________________________  __________
Signature                                 Date

____________________________________
Phone