Math 115 – Elementary Algebra - Fall 2013
MWF 10:40AM-12:15PM - CMS 21

Instructor:	Roula Dakdouk
Section:	0340
Office Hours:	MWF 10:15AM – 10:40 AM, TTh 1:45PM – 2:50PM, TTh 5:35PM – 7:00PM, or by appointment
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Prerequisites: Math 112 with a grade of "C" or better, or appropriate skill level demonstrated through the Math assessment process, or by permit.

Textbook: *Beginning and Intermediate Algebra,* by Elayn Martin-Gay, Custom Edition for Los Angeles Mission College. The textbook is **highly recommended** as you will be using it for a whole year (Math 115 and Math 125). You will only find this book at the bookstore since it's a new custom edition. It comes bundled with an access code we will use to access online assignments, including practice and sample final.

Calculators: Scientific calculators are allowed after the first test. Any kind will do the job. No graphing calculator, cell phone, IPOD, nor hand held computers are allowed during in class assessments.

Final: This class has a common departmental final. It is cumulative, and has a free answer portion and a multiple choice portion. You are required to take the final exam to pass the class. The final will be on Wednesday, December 11 from 10:00 AM-12:00 PM.

Exams: There will be five exams. They are all free response, and you have to show all your work to earn full credit. Students are not allowed to use notes during exams. The tentative testing schedule is given in the timeline at the end of this syllabus. The lowest exam score is dropped.

Homework: Students enrolled in Math 115 are automatically registered in an online system called MyLabsPlus. Homework and quizzes will be assigned online through this system. The access code for MyLabsPlus will be packaged with the new textbook sold in the Mission College bookstore. The same textbook and software will be used for the Math 125 continuation course in the spring semester. Textbooks purchased online or at other bookstores may not include the access code for MyLabsPlus. Assistance in registering/purchasing the access code will be available the first day of class.
Students should work on their homework as each section is completed in class. There are due dates posted online for each HW and it is the students' responsibility to turn in the assignments by the due date. **No extensions will be granted**. All scores will be automatically transferred to the instructor after a student hits the submit button. Since the system does not grade each step of students' work, it is important that students write down their solving steps clearly on a HW notebook in order to identify the mistakes made. Instructor may require students to turn in this HW notebook as part of the HW points. Points may be deducted if work was not shown in a clear and organized manner and labeled neatly indicating the section being worked on, and the problem number.

Lab: labs will be given regularly. The labs will be done in CMS 120 or 122 during the last 30 to 40 minutes of the class. I will be available to assist you with any questions you may have about the lab. You should finish the lab before you leave the class. This is a great practice for you and it will help you understand the material covered in class better.

Grading: Final grades will be based on:
- Final exam – 30%
- Best 4 out of 5 Exams (The lowest test score of the 5 will be dropped) – 52%
- Homework – 10%
- Lab – 8%

Your grade in the course is determined according to the following scale:

A: 90-100%	B: 80-89%	C: 70-79%	D: 60-69%	F: 59% and below

For borderline cases attendance, participation, and level of improvement on the final are considered.

Tutoring: If you have questions and/or cannot make it to office hours, or you just like to get more help, free tutoring is available at the Tutoring Lab located in CMS 121. The hours of the Tutoring Lab are: M-Th 11am-8pm.

Description: This is the first course in Algebra. There will be a brief review of concepts learned in pre-algebra using more challenging illustrations and examples. Topics include the real number system, integer exponents, polynomials and factoring, rational expressions, radicals, solving different types of equations (linear, quadratic, rational and radical), linear equations and inequalities in two variables, systems of linear equations in two variables, and problem solving involving the different types of equations.

Student Learning Outcomes: By the end of the course, the successful student will be able to:
1. Simplify and evaluate various algebraic expressions.
2. Solve, graph, and analyze various algebraic equations and systems of equations, including utilizing them to solve application problems.

Attendance: Regular and punctual attendance is expected from all of us. Unlike most other courses, missing just one mathematics class will immediately place you at a disadvantage because it is difficult, if not impossible, to catch up on the missed material by yourself. You are responsible for all material presented and discussed in every class meeting. Absences of a total of 3 class meetings may result in excluding students from class. Students themselves are responsible for dropping a class they no longer attend; failure to do so may result in a grade of F.

Withdrawals: If you wish to drop the class, you must do so in person on or before Friday, November 15, 2013 or on the internet on or before Sunday, November 17. Failure to drop the class may result in a grade of "F" in the class.

Cell Phones: Please turn off your phones before coming to class. Class time is for learning and interacting with me and your classmates, not for personal or business calls.

Cheating: Any form of academic dishonesty will not be tolerated. If caught, you may be given a zero for that particular exam or quiz. The event will be reported to the Math Department Chair who will forward the report to the VP of student services for disciplinary action which may include suspension or expulsion.

Student Conduct: Students are expected to adhere to all school policies, and to abide by the standards of student conduct as described in the Schedule of Classes. Any infringement upon the rights of other students in the class, such as talking or disruptive behavior will not be tolerated.

Miscellaneous: To be successful in this and any other math class, expect to spend **at least** two hours for every class hour. If you have prior engagement such as work and a full load schedule, it will affect your success in this class. Please stop by my office any time throughout the semester and let me know how I can help you. The majority of the learning that you do in college courses takes place outside of class. What you get out of this class is a function of what you put into it. Mathematics is not a spectator sport. You have to put in the work to see the results!

A new state policy in effect as of Summer 2012 limits students to **3 attempts per course**. Receiving a grade or "W" for a course counts as an attempt, **regardless of when the course was taken**. Withdrawal by September 9, 2012 (avoiding a "W") will not count as an attempt.

Important Dates for Fall 2013

Last day to add classes:	Friday, September 6
Last day to drop without a "W":	Sunday, September 8
Last day to petition for credit/no credit:	Friday, October 4
Last day to drop with a "W":	In person: Friday, November 15, On the internet: Sunday, November 17
Final Exam:	Wednesday, December 11 from 10:00 -12:00 PM

Resources Available to Students at LA Mission College:

- **Bookstore:** For hours of operation, book availability, buybacks, and other information call (818) 364-7798 or 364-7768 or visit: http://eagleslanding.lamission.edu/

- **Counseling Department:** For appointments and information call (818) 364-7655 or visit https://www.lamission.edu/counseling/

- **Disabled Students Programs and Services:** For appointments and information call (818) 364-7732 or visit http://www.lamission.edu/dsps/

- **Extended Opportunity Programs and Services**: For appointments and information call (818) 364-7645 or visit http://www.lamission.edu/eops/

- **Financial Aid:** For information and applications call (818) 364-7648 or visit http://www.lamission.edu/financialaid/

- **Library:** For information on library hours, resources, workshops, and other services contact (818) 364-7105 or 364-7106 or http://www.lamission.edu/library/

- **Tutoring Services in Learning Center:** Laboratories for Learning, Writing, Math & Science. Walk-in and appointment services offered. Call (818) 364-7754 or visit http://www.lamission.edu/learningcenter/

- **Tutoring Lab & Math Center:** Free Math tutoring, computer and internet access. Call (818) 364-7811 or visit http://www.lamission.edu/mathcenter/

- **STEM Program:** For those interested in pursuing a science, technology, engineering and math, please call the STEM counselor Marina Sangkavichai at (818) 833-3425 or visit http://www.lamission.edu/stem/

Success and Study Tips:

1. **Attend class--** Choose to attend all class periods on time and don't leave early. If you are absent on a day that a quiz is given, you lose the points for that quiz. Also, knowledge in any math class is extremely cumulative. What you miss one day will continue to hurt you throughout the rest of the course.

2. **Pay attention**-- Pay attention in class, participate in class discussions, and ask questions. The instructor regularly gives away tips for exams and quizzes, so make sure you take note of them.

3. **Do all homework--** Do or attempt all homework not for the sake of just doing it, but trying to understand the concepts, learning them in the process. "Practice makes perfect" applies not only to music and sports, but also in mathematics. Be sure to schedule sufficient time to complete your assigned tasks before the next class period.

4. **Get help--** Know how to get help if you need it. Consult instructor during posted office hours. These hours are for you to visit me and ask questions and express any concerns you have. Use the resources available to you for free (especially the Math Center which provides drop-in Math tutoring).

5. **Keep up with all work--** Getting behind will "snowball" on you very rapidly. Do your homework on a daily basis.

6. **Study math everyday--** Don't leave all the work until the weekend. No one can "digest" so much math all at once, no matter how much time you spend trying. Math is best studied in bite-sized, digestible pieces. That means studying a few hours every day.

7. **Read the text--** Reading your math text should be done slowly and carefully… it doesn't read like a novel or a magazine. It is important that you learn the language of math; you cannot succeed in any math course without learning to express yourself in that language. Only by reading your text carefully and regularly can you learn it. Also, make sure to check the additional resources available at the beginning or the end of the textbook.

8. **Get Organized--** Organize your class materials, including homework assignments, graded quizzes and tests, notes and any worked out review problems. These items will make valuable references when studying for upcoming tests and the final exam.

9. **Find other students to study with**. Group work can be very productive, and is very much encouraged. You'll be given opportunity to work in a group so exchange email and phone numbers with a couple of students in the class.

   Name:_____ Email:_____ Phone:_____

   Name:_____ Email:_____ Phone:_____

10. **Strive for understanding not just remote memory**. Understanding greatly enhances your ability to comprehend later material. Memory is unreliable, and temporary. Understanding is intense, never lost…and exciting!

Fall 2013 Math 115 Tentative Schedule

Week	Date	Monday	Wednesday	Friday
1	Aug 26-Aug 30	Intro + 1.2, 1.3	1.4, 1.5, 1.6, 1.7	1.8, 2.1, 2.2
2	Sept 02-Sep 06	***Labor Day (no class)***	2.3, 2.4	2.5, 2.6
3	Sep 09-Sep 13	2.6, 2.7	2.7, 2.8	**Ch 1 & 2 Test**
4	Sep 16-Sep 20	3.1, 3.2	3.3, 3.4	3.5
5	Sep 23-Sep 27	3.6, 4.1	4.2, 4.3	4.5, 4.6
6	Sep 30- Oct 04	4.6, 4.7	**Ch 3 & 4 Test**	5.1, 5.2
7	Oct 07-Oct 11	5.3, 5.4	5.4, 5.5	5.5, 5.6
8	Oct 14-Oct 18	5.6, 5.7	**Ch 5 Test**	6.1, 6.2
9	Oct 21-Oct 25	6.3, 6.4	6.4, 6.5	6.5
10	Oct 28-Nov 01	6.5a, 6.6	7.1	7.2
11	Nov 04-Nov 08	7.3	7.5	**Ch 6 & 7 Test**
12	Nov 11-Nov 15	***Veterans Day (no class)***	8.1	8.3
13	Nov 18-Nov 22	8.4	8.5	8.6
14	Nov 25-Nov 29	9.1	9.2	***Thanksgiving (no class)***
15	Dec 02-Dec 06	**Ch 8 & 9 Test**	Final Review	Final Review
16	Dec 09-Dec 13	No Class	**Final Exam (10:00 to 12:00)**	No Class