

MATH 115 (HYBRID) Fall 2017

SECTION 21288

COURSE ID: **deutsch74002**

PROFESSOR: MS. DEUTSCH

Contact: Phone: 323-7806735

Website: <http://faculty.elac.edu/deutschl/>

Email: deutschl@elac.edu

Office: G5 111H

Office Hours: M W 12:35 – 1:35 7:00 – 8:45 PM

Welcome to the online Math 115 Hybrid for Fall 2017. The following information is your guide to navigating through this course successfully. Please download the syllabus and schedule provided. Review it for your complete understanding.

TEXT: Elementary & Intermediate Algebra by Bittenger, Ellenbogen, Johnson 6th Edition

Prerequisite: Satisfactory completion of Mathematics 110 or 112, or acceptable level of skill as demonstrated in the mathematics placement process.

Other Qualifications: An online course requires a great deal of discipline, organization, and time management. Look over the documents and only stay in the course if you feel you can follow them. I do not allow any make up exams. Therefore you must be present on the designated dates for the on-campus exams and you must finish ALL assignments by their respective due dates. NO EXCEPTIONS. By missing more than one exam, you will be dropped from the class.

Course Description: This course covers the fundamentals of beginning algebra. The topics presented include signed numbers, evaluation of algebraic expressions, exponents, solving equations, polynomials, factoring, rational expressions, graphs, systems of equations, inequalities, topics in geometry, and applications.

MANDATORY ON-CAMPUS ORIENTATION:

Tuesday August 29, 2017 7:00 – 9:30 PM

You must be present at the orientation to hold your spot in the class.

Adding: If you are trying to add, you must attend the orientation. Being added is not guaranteed. I will only add if I have available seats and adding will be done through a lottery system. Please bring a transcript (it can be informal) to verify that you have met the prerequisites for the class.

Canvas: Every student registered for the course will automatically have a **CANVAS** account set up. I will use this portal for uploading syllabi and schedules. However, **most of the work and assignments are done on MyMathLab.** Documents are also available on MyMathLab as well. Once you are registered for this course, please follow the process given below to ensure you have a CANVAS account:

Web Address: ilearn.instructure.com

Canvas LoginID/UserID: Your 9 digit student ID number (example: 881234567)

Canvas Password: 88+ month + day you were born (example 880101 for January 1 birthday)

Note: You will not have access to Canvas on the same day you register for a course. It can take 1 to 2 business days after registration before your login will work, if the semester has started. Otherwise Canvas access should work on the first day of class.

Canvas Phone Support

Monday – Friday 8am – 4:30 pm 323-415-5313

Monday – Friday 5pm to 8 am and Weekends 877-890-2142

For additional information go to www.elac.edu/online/canvaslogin.htm

Calculator: An acceptable scientific calculator is recommended, but not required. You may NOT use any form of a graphing calculator during an exam. Cell phones and/or alternative computing devices are NOT allowed during any class meeting.

Attendance: Since this course is hybrid and meets every Monday for 2 hours. You may be dropped from the class if you miss 5 or more class hours for any reason. You may be dropped from the class if you have not participated regularly using my math lab for online assignments. It is your responsibility to keep up with the work and make sure that you meet all due dates and times as posted on My Math Lab and in-class. If you leave class early those hours missed also contribute to your missed in-class hours for drop purposes. Four tardies is equivalent to one absence for drop purposes.

Exams: You must bring 2 valid forms of picture ID to take the exam. In class exams are to be done in pencil. The paper will be supplied. You may use a scientific calculator (absolutely no cell phones, computing devices other than a scientific calculator). Any violation of this rule will result in a zero grade on the exam. Exams are worth **45%** of your grade.

There will be 5 Unit exams. The dates are stated on the course calendar. All exams are one hour (except the final which is 2 hours). Four are given in class on the regular Tuesday meeting time (except for the first and only take home exam). You must be present for the in class exams. There are no make-up exams because I drop the lowest exam. No exceptions. If you miss more than one exam you will be dropped from the course. Only the best 4 out of 5 exams will count toward your

grade. The unit exams done in class require that work is shown. Partial credit is awarded for work that is partially correct on any in-class exam.

Web Etiquette

Some helpful hints with regards to taking an online class

- 1. Be respectful to your fellow classmates and instructor - be aware that what you write may be misconstrued, so think about it before you send it**
- 2. Do not write in all capitals - this is considered SHOUTING**
- 3. Do not belittle any of your classmates opinions/ideas - everyone is entitled to their own ideas whether you agree or not, it is OK to disagree in a constructive way**
- 4. Do not expect immediate responses to questions - just because this is an online class does not mean that fellow students and/or the instructor is always online and available. All questions will be answered within 48 hours unless it is a weekend, then questions will be answered on Monday.**

Partnership: I strongly recommend having at least one work partner in the class who is responsible for offering feedback on assignments and providing missed information. Also, it has been statistically proven that students who participate in study groups are more likely to increase their success on exams.

Final Exam: The Final exam is cumulative and is worth **20%** of your grade. The final exam is given on Wednesday December 12 7:30 – 9:30 PM. Bring two valid picture IDs. The final will not be given early or late so please make room in your schedule to take this exam. Failure to take the final exam results in a grade of “F” in the class. There is a practice department final exam at <http://www.elac.edu/academics/departments/math/math115.htm>. Additional practice sets are on my website.

Online Homework: Homework assignments are posted on My Math Lab (www.mymathlab.com) and have due dates. The **course ID is deutsch74002**

. Students are required to do online homework on a regular basis. Online homework assignments due dates will automatically be extended one time only with a 10% point reduction. Once the time has lapsed for the final due date, the homework cannot be accessed. No exceptions. The homework can be attempted unlimited times to improve your score up until the due date. Attached are instructions on how to get temporary access to online assignments. Should you choose this method, be sure to use the same username when you eventually purchase and access code. Otherwise any assignments you started will be lost. Homework is worth **15%** of your grade.

The approximate cost of the MyMathLab platform is \$99+ if purchased from Pearson (prices may vary depending on the length of access you decide to get and where you purchase it).

In-Class Quizzes: Quizzes are given in-class during our weekly meeting times and are worth **10%** of your grade.

Online Quizzes: Quizzes are also posted on My Math Lab (see homework, above). Quizzes, unlike homework, are limited to 3 attempts per assignment. They must be saved prior to the due date or you will not have access to them. Quizzes are worth **10%** of your grade.

Your final grade is a weighted average of the Unit Exams (45%), Final Exam (20%), Online Homework (15%), In class quizzes (10%), Online Quizzes (10%). Grades are given per the following schedule:

90 – 100% is an A, 80 – 89% is a B, 70 – 79% is a C, 60 – 69% is a D, and below 60% is an F.

Math Tutoring Services (Free):

Free walk-in tutoring service is available to all students enrolled at ELAC. Please bring your student ID card to the lab. The tutoring lab is staffed by up to 5 tutors every hour. The tutoring lab has videos that would help you in mastering the subjects. The Math Tutoring Lab is located in the K building.

Grade Tracking: Keeping track of your grade average is your responsibility.

Class procedures:

- . Bring the textbook and a graphing calculator to every class
- . When solving problems, show all work, not just answers, in a logical sequence of mathematical steps (applies to board work, homework, tests and the final exam).
- . If you carry a cell phone, please turn the audio off before entering class. Texting and calls will be done during class breaks only.
- . Stay alert, take a lot of notes, and ask questions. Daily participation is expected.
- . **Please do not bring food into the classroom or chew gum.**
- . Be courteous and respectful of others. When others are speaking, it is your time to listen. Their question or my answer may have been what you were seeking to learn. Note: Failure to comply with class rules will result in points being deducted from exams or being asked to leave. If you leave early or are asked to leave, it does count as an absence for that day.

How to succeed:

The class will be conducted as a dynamic learning environment whose value depends on your individual contribution and involvement. You cannot get back something better than what you put in. Consequently, your being able to do well in this course will depend upon the following:

- Showing up for class on a timely basis, being attentive, listening to lectures and to fellow students, taking notes, responding thoughtfully during class discussions and interactions, and by helping others. Mostly, being tuned in to what is happening (100% of your best)

- Do homework assigned with regularity (2 hours per day is recommended). Though homework will not be collected until each exam, learning is achieved through regular, steady, faithful practice rather than through cramming.
- Don't quit. You miss 100% of the things you never attempt. Maintain an open channel of communication with your professor. Let me know how you are doing and how I can help you maximize your educational experiences.

Cheating: *As per the student conduct code: A student enrolling in one of the Los Angeles Community Colleges may rightfully expect that the faculty and administrators will maintain an environment in which there is freedom to learn. This requires that there be appropriate conditions and opportunities in the classroom and on the campus. Any form of dishonesty will not be tolerated. Do not give me reason to suspect you are cheating on an assignment. Any form of cheating on an assignment will earn an automatic F on that assignment.*

Incompletes: I do not believe in giving an incomplete (I) grade, except for the severest reasons that are totally beyond your control. Just because you are not ready to take the final is not a good reason. Unless you drop this course you will receive a grade.

Disabilities: Students with disabilities who need reasonable accommodations should promptly alert the instructor, then provide verification of disability to the Disabled Students Program located in E 1 160 or call (323) 265-8787 to make an appointment. If a student with a disability feels that accommodations offered are inappropriate or insufficient, she/he should seek the assistance of the DSP & S Coordinator and/or the Vice President of Student Services.

TUESDAY

	29-Aug
Intro & 1.1/1.2/1.3/1.4/1.5	
	5-Sep
1.6/1.7/1.8/2.1/ Chapter 1 Take Home Exam Due Sept 12.	
	12-Sep
2.2/2.3/2.4/2.5	
	19-Sep
2.6/2.7/3.1/3.2	
	26-Sep
3.3 & Chapter 2 - 3.2 Exam (In class)	
	3-Oct
3.4/3.5/3.6/3.7	
	10-Oct
8.1/8.2/8.3/4.1	
	17-Oct
4.2 & Exam Ch 3.3- 3.7 and 8.1- 8.3 & 4.1 (In class)	
	24-Oct
4.3/4.4/4.5/4.6	
	31-Oct
4.7/4.8/5.1/5.2	
	7-Nov
5.3/5.4/5.5/5.6	
	14-Nov
5.7 & Exam Ch 4.2 - 4.8 & 5.1 - 5.6 (in class)	
	21-Nov
5.8/6.1/6.2/6.3	
	28-Nov
6.4/6.5/6.6/6.7	
	5-Dec
Review and Exam Ch 5.7, 5.8 & Ch 6 (in class)	
	12-Dec
Final 115H 7:30 - 9:30	

* Subject to change at the discretion of the instructor

Sept 10 Drop Deadline #1

November 19 Drop Deadline #2

To register for Math 115 Hybrid Fall 2017:

1. Go to www.pearsonmylabandmastering.com.
2. Under Register, select **Student**.
3. Confirm you have the information needed, then select **OK! Register now**.
4. Enter your instructor's course ID: [deutsch74002](#), and **Continue**.
5. Enter your existing Pearson account **username** and **password** to **Sign In**.
You have an account if you have ever used a Pearson MyLab & Mastering product, such as MyMathLab, MyITLab, MySpanishLab, MasteringBiology or MasteringPhysics.
 - > If you don't have an account, select **Create** and complete the required fields.
6. Select an access option.
 - > Enter the access code that came with your textbook or was purchased separately from the bookstore.
 - > Buy access using a credit card or PayPal account.
 - > If available, get temporary access by selecting the link near the bottom of the page.
7. From the You're Done! page, select **Go To My Courses**.
8. On the My Courses page, select the course name **Math 115 Hybrid Fall 2017** to start your work.

To sign in later:

1. Go to www.pearsonmylabandmastering.com.
2. Select **Sign In**.
3. Enter your Pearson account **username** and **password**, and **Sign In**.
4. Select the course name **Math 115 Hybrid Fall 2017** to start your work.

To upgrade temporary access to full access:

1. Go to www.pearsonmylabandmastering.com.
2. Select **Sign In**.
3. Enter your Pearson account **username** and **password**, and **Sign In**.
4. Select **Upgrade access** for **Math 115 Hybrid Fall 2017**.
5. Enter an access code or buy access with a credit card or PayPal account.

MyLab / Mastering Student Temporary Access

Temporary access allows you to fully participate in your instructor's online course for up to 17 days without payment while waiting on financial aid. The temporary access option will appear on the payment page if it is available for your course.

Anytime before the 17th day you should pay or use an access code to maintain access to the course and your work. You can pay after the 17th day and regain access to your course, but you may miss deadlines, or important notices from your instructor.

What You Need to Register

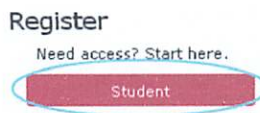
An instructor-provided **Course ID:** DEUTSCH74002

A valid email address

Your instructor will use this email address to communicate with you. In addition, registration confirmation and payment instructions will also be sent to this address.

Temporary Access Registration and First Time Sign In Instructions

- Go to www.pearsonmylab.com or www.pearsonmastering.com and click **Student** under *Register*.



- Enter the Course ID, click **Continue** and verify your course information.

➤ **Sign In** with your existing Pearson account.
Username
Password

OR

Create an account if you don't already have one.
Remember to write down the username/password you create.

On the payment page, scroll down and click the temporary access link.

Waiting for financial aid? [Get temporary access without payment for 17 days.](#)

- From the confirmation page, click **Go To Your Course**, and then in the left panel, click the *course name* to start your work.

To Sign In to Your Course Later

- Return to www.pearsonmylab.com or www.pearsonmastering.com
- Click **Sign In** and enter your Pearson account username/password.

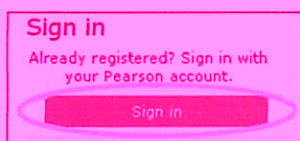


Changing Temporary Access to Full Access Instructions

Your instructor chose MyLab / Mastering to help you succeed in your course. With rich media, eText and much more, your course provides you with the resources to master even the most difficult concepts.

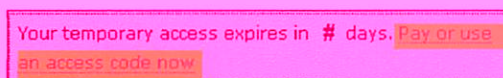
To get full access to your MyLab / Mastering course after registering with temporary access, you must use an access code, a credit card, or a PayPal account.

- Return to www.pearsonmylab.com or www.pearsonmastering.com
- Click **Sign In** and enter your previously created Pearson account username/password.



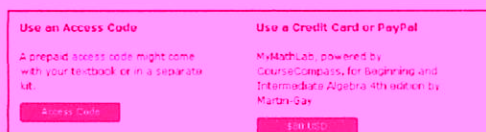
NOTE: Make sure you upgrade from your existing Pearson account. Creating a new username/password will cause your grades from the first 17 days to be unavailable to you.

- Click the **Pay or use an access code now** link under the course you want to pay for.



NOTE: If your temporary access has expired, you may see an expired subscription notice. After clicking the **Pay or use an access code now** link from the expired notice, you will be asked for the Course ID for which you are paying, so be sure to have that available.

- Select a payment option:



- If you already purchased an *access code*, click **Access Code**, enter the *access code* in the boxes, and click **Finish**.
 - If you plan to pay using a *credit card* or *PayPal*, select the access option you want. Enter the billing and payment information, and then click **Review** and **Make Payment**.
- You are now set for the rest of the semester. From the confirmation page, click **Go To Your Course**, and then in the left panel, click the *course name* to continue your work.



EAST LOS ANGELES COLLEGE POLICY ON ACADEMIC HONESTY

Approved February 28, 2006 by the Academic Senate and Vice President of Student Services

Students, you are expected to refrain from engaging in the following behaviors:

1. Using, receiving, or providing unauthorized information during tests or on any written assignments.
2. Changing answers on assignments after work has been graded.
3. Using unauthorized electronic devices, such as cell phones, PDAs, electronic dictionaries, IPODs, etc.
4. Having another student take an examination for you or taking an examination for another student. Photo identification may be required at the first examination.
5. Plagiarizing or presenting someone else's work as your own.
6. Forging or altering registration documents, grades, or add permits.
7. Bribing or attempting to bribe an instructor or other college official for grade consideration or other special favors.
8. Violating any other standard that an instructor identifies as cheating in that particular course or subject area.

When there is evidence of academic dishonesty, the instructor may issue the student a zero or "F" on that particular assignment or test. The instructor may also initiate student discipline under LACCD Board Rule 91101, which may include the issuance of a verbal or written warning. Pursuant to LACCD Board Rule 91101 .11(a), the Vice President of Student Services will place documentation of such warnings in the student's file.

Any student concerned about the implementation of this policy should review the College Catalog Student Information, where he/she will find references to the Student Grievance Procedure and the relevant Board Rules. He/she might also contact the Office of Student Services in EI-136 or the Ombudsperson at ombuds@elac.edu.

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Honesty.pol 1/06