

Course Information

Semester & Year:	Fall 2024
Course Title:	College Algebra Prep
Course Prefix & Number:	MAT 114
Section Number:	13010
Credit Hours:	4
Start Date:	September 3, 2024
End Date:	December 13, 2024

Course Format

This course is On Your Time Online from September 3 to December 13 (14 weeks). On Your Time Online classes do not meet at specific class times. Coursework must be completed according to deadlines.

Instructor Information

Instructor:	Carla Stroud
Email:	Carla.Stroud@scottsdalecc.edu
Phone:	(480) 423-6112
Office Location:	CM 424
Office Hours:	
In-Person	Tues 10:00 am – 12:00 pm Wed 9:00 – 10:00 am Other times may be available by appointment
Online	Thurs 12:00 – 2:00 pm (by appointment only)

Course Description

Proper use of function notation, average rate of change of functions, and evaluating arithmetic and algebraic expressions. Analysis of linear and quadratic equations, and their applications; graphs of linear and quadratic functions; operations on polynomial expressions.

Course Competencies

1. Perform operations to evaluate expressions that include integers, fractions, decimals, exponents, and radicals, including the order of operations.
2. Evaluate arithmetic and algebraic expressions.
3. Simplify expressions involving integer and rational exponents.
4. Perform operations on polynomial expressions.
5. Write polynomials in factored form.
6. Graph and determine domain, range, and other key characteristics of functions, including linear and quadratic functions.
7. Demonstrate the proper use of function notation.
8. Determine and interpret the average rate of change of linear and quadratic functions.
9. Solve linear and quadratic equations (including those with complex solutions) using multiple methods and represent solutions exactly and approximately.
10. Solve linear inequalities in one variable and represent solutions graphically, algebraically, and in interval notation.
11. Model, analyze and interpret real-world problems using linear and quadratic functions.
12. Given sufficient information or data, write a linear equation.
13. Solve systems of linear equations in two variables.

Is MAT114 the correct class for you?

This class is intended for students who are on a pathway that includes College Algebra (MAT150, MAT151, MAT152, or MAT155).

If you are on a pathway that goes through College Math (MAT140, MAT141, MAT142, or MAT145) then you should NOT be enrolled in this class. Please contact SCC Advising right away to switch into the correct class.

Texts and Course Materials

Workbook: *Foundations for College Algebra*, 1st Edition. Students can download and print the workbook for free from the MOER website. Another option is to pick up a free printed copy of at the SCC math center (please contact me if you would like to use this option).

Calculator: A graphing calculator is **required** for this course. A TI-83, TI-83+, or TI-84 are recommended. Calculators with QWERTY keyboards or those that do symbolic algebra (such as the TI-92 or TI-89) are NOT allowed. Your cell phone may NOT be used as a calculator on an exam.

Computer Access: Students will need regular access to a computer with internet connection to complete online assignments. Students are responsible for completing all assignments and exams on time regardless of any computer issues that may occur.

Course Technologies

View the [Accessibility Statements & Privacy Policies](#) of technologies used in this course.

Maricopa Systems

This course uses key Maricopa systems for course management and communication.

- Canvas Learning Management System
- Student Maricopa Gmail Account
- Maricopa Open Educational Resource Learning System (MOER)

Streaming Media/Audio/Video Tools

This course uses webcasting, lecture capture systems, YouTube, and/or other streaming media services.

- YouTube

MOER Account

We will be using MOER (<https://moer.maricopa.edu>) as the course learning management system. The syllabus, schedule, announcements, assignments, grades, and course materials/textbook will be available through MOER. **Students who do not**

create MOER account by the end of the first day of class will be withdrawn from the course. Students can find information on how to log in to the course on Canvas.

Grading Standards & Practices

Grade Scale

Letter Grade	Points Range
A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	0 – 59%

Grading Weights

Letter Grade	Percent of Grade
Online Assignments (Orientation, Lessons, Exam Reviews)	25%
Online Quizzes	10%
Midterm Exam (Units 1-6)	30%
Final Exam (Units 1-12)	35%

The topics in this class are divided into Units, each Unit consists of Lessons and a Quiz.

Lessons: The Lessons in MOER consist of **Video Tutorials** and **Practice Problems**.

Video Tutorials serve both as an introduction to the topic and as a resource for how you should aspire to write your solutions and express your mathematical work. Take careful notes as you watch the videos in this assignment. The Media Lesson examples in the Student Workbook are identical to those in the Lesson videos, so use the workbook to help you record your notes from the videos. Any notes you take are for your own use (you will not turn in the Media Lesson pages from the workbook). The more thorough your notes are, the more helpful they will be to you!

Practice Problems follow each video in the Lesson assignment. You will have three tries for each problem. After the third attempt, you can generate a new

problem for full credit. Questions can be posted to the FAQ forum for the instructor or other students to answer or asked in class.

WRITE DOWN your work as you go through the lesson. Keep this work neat and in order and include notes to yourself on difficult problems. These notes will be very helpful as you work through the online Quiz and prepare for exams.

LatePasses: If you miss the Lesson deadline, you can apply a LatePass to complete the assignment for full credit. One LatePass will extend the due date for 24 hours (so to complete an assignment 4 days late, you will need to use 4 LatePasses). There is no penalty for using a LatePass, however students will only receive 100 LatePasses.

Online Quizzes: The Online Quiz gives you the opportunity to demonstrate your understanding of the material. You may use your calculator and notes on the online quizzes, but no other assistance is permitted. You will have one hour (60 minutes) to complete each Unit Quiz. Problems not completed within this time limit will receive a score of zero. You will have two chances per question. **Note, you can NOT use LatePasses for the Online Quizzes.** Instead, you will have the opportunity to retake two quizzes in an attempt to improve your score.

Exams: There are two exams in this course and both exams must be taken to earn a grade in the class. The exams will be proctored at the SCC campus (detailed information can be found in MOER). If you are unable to take the exam during the scheduled time, then you may use the SCC testing center, another testing center, or ProctorU. Note that other facilities and ProctorU charge a fee for their testing services which will be the responsibility of the student. Please contact the instructor **at least one week before the exam** if you are unable to make the proctored exam time so alternative arrangements can be made.

Exams must be completed by the deadlines listed in MOER. Students that miss an exam deadline may take the exam up to 3 days late, but they can only earn a maximum score of 70%.

Course Policies

The following are policies specific to this course. Students are also responsible for the college policies included on the [Student Regulations](#) page of the Maricopa Community College District website.

Academic Dishonesty: When academic dishonesty is suspected, students may be asked to describe their solution method or to redo a similar problem. Students who are found to be cheating on an exam will receive a 0 for the exam.

Course Grading Policy: Exam scores are non-negotiable and extra-credit is not offered in this course. Discussions about how the exam is graded will not be discussed via email. Instead, students are encouraged to meet with the instructor to review their exam performance. Final course grades are calculated using the scale listed in the syllabus (rounded to the nearest percent) and are non-negotiable. It is unethical for a student to request their final percentage be rounded up to earn their desired grade.

Generative Artificial Intelligence (AI) Policy: The World Economic Forum defines generative AI as “a category of artificial intelligence (AI) algorithms that generate new outputs based on the data they have been trained on. Unlike traditional AI systems that are designed to recognize patterns and make predictions, generative AI creates new content in the form of images, text, audio, and more.” Some examples of generative AI tools include but are not limited to: ChatGPT, Google Bard, Microsoft Copilot, Stable Diffusion, GrammarlyGo, and Adobe Firefly. In this class, all work submitted must be your own. The use of generative AI tools will be considered academic misconduct (see Administrative Regulation 2.3.11 1.B(b)) and will be treated as such. If you are unsure if the tool or website you are using is a generative AI tool, please contact the instructor for further clarification before using the tool or website.

Response Time

Students can expect the instructor to respond to MOER messages within 24 hours Mon-Thurs and 48 hours Fri-Sun. Messages that don't adhere to the “Netiquette” Rules posted in MOER will not receive a response. Online lessons, homework, and quiz assignments will be graded immediately in MOER and other assignments (forum posts, reflections, etc.) will be graded within 48 hours after submission. Exams will be graded within 4 days of the due date.

Attendance Policy

Attendance in an online course involves consistent and regular progress on course assignments. This is not a self-paced class. Refer to the Calendar in MOER for the assignment submission schedule. Students that fall **one week behind** the Calendar schedule may be withdrawn from the class without notice.

Instructional Contact Hours (Seat Time)

This is a four (4) credit-hour 14-week course. Plan to spend an average of 13 hours each week on course content and homework.

Math/Science Tutor Center

The Math Center offers in person tutoring to students who are currently enrolled in mathematics courses at Scottsdale Community College. Visit their webpage for more information: <https://www.scottsdalecc.edu/students/tutoring/math>

Dedicated Tutoring (Remote Tutoring)

We are fortunate to have a tutor dedicated exclusively to this course! The dedicated tutor will assist students with mathematics questions and host live remote tutoring sessions. More information will be provided in MOER.

Online Tutoring

It is highly recommended that you utilize SCC tutors since they are more familiar with SCC coursework, instructor expectations, and assignments. However, online and hybrid students needing to work with a tutor outside of regular hours have access to a 24/7 online tutoring service called Brainfuse. Brainfuse provides online tutoring in a variety of academic subjects. Each student may utilize up to 6 hours of online tutoring through Brainfuse per semester, and has the option of requesting additional time if needed.

To access Brainfuse and begin working with a tutor:

1. Visit the [SCC Online Tutoring Services Through Brainfuse](https://www.scottsdalecc.edu/students/tutoring/online-tutoring) page (<https://www.scottsdalecc.edu/students/tutoring/online-tutoring>)
2. Click the **Visit a tutor online** button
3. Enter your MEID and password
4. Choose your topic and subject
5. Click the **Connect** button

Please use your time effectively and be prepared with your questions before you connect to a tutor. Tutors and students communicate in real-time so whatever you type, draw, or share on the screen, the tutor sees, and vice versa. You may also want to have screenshots ready if applicable. All Brainfuse sessions are recorded for review later.

Learning Tools and Your Privacy and Security

SCC utilizes a variety of software applications and web-based tools operated by third party vendors to support student learning. To allow student access to the application, site or tool, certain identifiable information may be required to establish a user name or

password, and submit work and/or download information from these tools. Inherent with all internet-based tools, there is a risk that individuals assume when electing to use these tools, as they may place information at risk of disclosure.

To use learning tools responsibly, please observe all laws and the Maricopa Community College District [Student Conduct Code](#), such as copyright infringement, plagiarism, harassment or interference with the underlying technical code of the software. As a student using a learning tool, you have certain rights. Any original work that you produce belongs to you as a matter of copyright law. You also have a right to the privacy of your educational records. Your contributions to learning tools constitute an educational record. By using the tool, and not taking other options available to you in this course equivalent to this assignment that would not be posted publicly on the internet, you consent to the collaborative use of this material as well as to the disclosure of it in this course and potentially for the use of future courses.

Students are responsible for the information contained in this syllabus, the Syllabus page in your Canvas course and the **College Policies & Student Services** page found in the First Steps module of your Canvas course. Students will be notified by the instructor of any changes in course requirements or policies.