![Scottsdale Community College - A Maricopa Community College]

Course Information

Semester & Year:	Spring 2025
Course Title:	College Algebra Prep
Course Prefix & Number:	MAT 114
Section Number:	29818
Credit Hours:	4
Start Date:	01/27/2025
End Date:	05/09/2025
Room Number:	CM 463
Meeting Days:	Monday and Wednesday
Meeting Times:	12:30 PM to 2:25 PM

Course Format

The course format for this course is In Person. We will meet on Campus Mondays and Wednesdays in CM-463 at 12:30 PM to 12:25 PM from January 27, 2025 to May 9, 2025. Students are required to have access to a computer or mobile device on which they can download software or apps, and Internet access, unless otherwise specified. All classwork can be completed entirely online. Exams require onsite/in person attendance.

A graphing calculator is required for this course. A TI-83 or TI-84 is strongly recommended. Calculators with a CAS (Computer Algebra System) are not allowed. All textbook and course materials available at no or low cost (<$40) - may include OER (Open Educational Resources).

Instructor Information

Instructor:	Atom Uda
Email:	atom.uda@scottsdalecc.edu

Phone: 480-423-6581 (SCC Math Front Desk)

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.

Prerequisites

Prerequisites: None.

Course Competencies

1. Perform operations to evaluate expressions that include integers, fractions, decimals, exponents, and radicals, including the order of operations. (I-V)

2. Evaluate arithmetic and algebraic expressions. (I, II)

3. Simplify expressions involving integer and rational exponents. (II)

4. Perform operations on polynomial expressions. (II)

5. Write polynomials in factored form. (II)

6. Graph and determine domain, range, and other key characteristics of functions, including linear and quadratic functions. (III, IV, V)

7. Demonstrate the proper use of function notation. (III, IV, V)

8. Determine and interpret the average rate of change of linear and quadratic functions. (III, IV)

9. Solve linear and quadratic equations (including those with complex solutions) using multiple methods and represent solutions exactly and approximately. (IV, V)

10. Solve linear inequalities in one variable and represent solutions graphically, algebraically, and in interval notation. (IV)

11. Model, analyze and interpret real-world problems using linear and quadratic functions. (IV, V)

12. Given sufficient information or data, write a linear equation. (IV)

13. Solve systems of linear equations in two variables. (IV)

Texts and Course Materials

Text: There are two options to obtaining a copy of the workbook.

1. The student workbook will be available the first day of class. The contents of the workbook provided the first day of class will only be the media lessons. A more detailed explanation will be given the first day of class.

2. Print: Each Unit of the Workbook is located as a pdf in our learning management system, MOER. You may download them and print them from this location.

Online Course Management System: This course uses MOER, an Online Course Management System developed by David Lippman and the State of Washington. All of the Online Homework will be accessed through this system. Grades will also be posted through this system. The software is free to use and can be accessed at https://moer.maricopa.edu/. Failure to enroll in MOER and complete the required syllabus quiz by the due date will result in being withdrawn from the course.

The following Course ID and enrollment key are required to enroll in the course

Course ID: 20559

Enrollment Key: 29818

Calculator Requirement: A graphing calculator or graphing calculator app is required for this course. The instructor strongly recommends a TI-83+/TI-84+. If you choose not to purchase one, you can rent one for $10 per semester from the Media Center in IT. Calculators with QWERTY keyboards or those which do symbolic algebra (such as the TI-92 or TI-89) are NOT allowed. You are expected to bring your graphing calculator to each class session. Your cell phone may NOT be used as a calculator during class. Sharing of calculators during quizzes or exams is NOT permitted.

Computer Access, Webcam, Microphone, and Email: You will need regular access to a computer with online capabilities in order to complete online assignments. You will also need access to a Webcam and a Microphone for exam proctoring. You will also need a valid email address that you (and only you) check regularly.

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

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.

Course Progression: This is an online course, but it is NOT self-paced. Students are expected to keep up with the assignments and due dates. **Students who miss more than 2 online tests (or do not complete any online work over the course of 14 consecutive days) may be withdrawn from the course**. Also, **failure to enroll and/or complete the Dashboard Photo Assignment and MOER Warmup in MOER by the due date will result in being withdrawn from the course.**

Withdrawing from the Course: If it becomes necessary for you to withdraw from the class, you must submit proper forms at the Admissions Office. The last day to withdraw **without** an instructor's signature is Sunday, March 9, 2025. The last day to withdraw **with** an instructor's signature is two weeks before the scheduled In-Person, proctored Final Exam, which is Wednesday, April 23, 2025. Additional information on withdrawals can be found in the College Catalog.

Syllabus changes. The instructor reserves the right to make changes to the syllabus. A message will be sent using MOER messages, Canvas messages, and/or email communication to address the change to the syllabus.

Math/Science Tutor Center: Free tutoring, calculator assistance, and computers are available online through the Math/Science Tutor Center

(https://www.scottsdalecc.edu/students/tutoring/math). You will need to know your SCC student ID number in order to sign in.

Grading Standards & Practices

Grade Scale

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

Assignments

Assignment Name	Number of Assignments	Percent of Grade
Online Assignments	30	30%
Participation	14	10%
Midterm Exam	1	30%
Final Exam	1	30%
Total		100%

The information below explains the structure of the course, requirements, and grading procedure. You are responsible to meet assignment due dates as stated in the MOER Calendar.

Unit Lessons: There are 12 Units in this course. You should complete the Unit Lessons which include videos and homework to complete.

Unit Tests: For the 12 Units, you must complete the Unit Test. The Online Homework questions have 3 attempts and you have unlimited attempts to generate a new question. The Online Homework will always be open. You will have 60 minutes to complete Online Unit Tests. Finally, you will be given 40 late passes that can be used to open up any Unit Test that you have not completed on time. Please make sure that you understand the late policy for Unit Tests. You may not use a late pass for the Midterm and Final Exams.

Exam Reviews: There is a Midterm Exam Review and Final Exam Review to complete in MOER.

Participation: Participation and attendance are not the same. You will be expected to complete and submit assignments during class.

Exams: You must complete the Midterm Exam and Final Exam to earn a passing grade. Students attempting the Final Exam will receive a final letter grade. **Important:** It is your responsibility to know the withdrawal policies for this course.

The Midterm and Final Exam must be proctored and taken by the dates indicated in the course calendar in MOER. If you miss the Midterm Exam for a District approved reason, you may complete the Midterm Exam on campus in the SCC Testing Center on the Scottsdale Community College campus. The Final Exam must be completed In-person at the date and time posted on the MOER Calendar.

Response Time

Students can expect a response time of within 1 day for the instructor to respond to messages sent via the Canvas Learning Management System or email. Please understand that business hours are from 9 am to 5 pm, Monday through Friday. If you post a question or message, be aware that after 5 pm on Friday until Monday morning at 9 am is NOT part of business hours. Any holidays are also not considered part of business hours. Students can expect written assignments to be graded within 7 business days of the assignment's due date.

Attendance Policy

Attendance in an online classroom involves consistent and regular progress on the course assignments. Failure to complete at least one unit each week may result in being withdrawn from the course. I am required to withdraw students for failing to complete work for 14 days.

Instructional Contact Hours (Seat Time)

This is a four (4) credit-hour, 14-week course. According to the Federal Credit Hour Definition, students should expect to spend at least thirteen (13) hours weekly on instruction and online course assignments weekly.

Online Tutoring

SCC's tutors are available online to help with your courses. You may work with an SCC tutor remotely using Google Meet, your phone, or email. Visit the [Tutoring & Learning](#)

Centers page for detailed information on the five learning center's hours and procedures.

As much as possible, it is highly recommended that you utilize SCC tutors since they are more familiar with SCC coursework, instructor expectations, and assignments; however, if you need to work with a tutor outside regular hours, online and hybrid students now 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 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.

In this course, we will use MOER to complete or participate in assignments, activities and/or access course materials. Accessibility Statements and Privacy Policies for all tools used at SCC are available.

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.