

Course Information

- Semester and Year: Fall 2026
- Course Title: College Algebra Prep
- Course Prefix and Number: MAT114
- Section Number: 18704
- Credit Hours: 4
- Start Date: 8/24/26
- End Date: 12/18/26
- Room Number: CM463 Here is a link to the [SCC Campus Map](#)
- Meeting Days: Mondays & Wednesdays
- Meeting Times: 10:30AM – 12:10PM
- Class Format: In Person

Instructor Information

- Instructor: Martha Gould
- Email: martha.gould@scottsdalecc.edu
- Office Hours: Office hours upon request

Texts and Course Materials

MOER Account

MOER is a free online assessment tool that we will use for all online work and assignments for this class. **NOTE:** Canvas will not be used for this class.

- **URL for MOER:** <https://moer.maricopa.edu>
- **Course ID:** 23774
- **Enrollment Key:** 18704

MAT114 Student Workbook

A free printed copy of the **MAT114 Student Workbook** will be provided for you on the first day of class. A digital version of the workbook is also available in MOER.

TI-83 or TI-84 Graphing Calculator

- A TI-83 or TI-84 graphing calculator is **required** for this class.
- Calculators with QWERTY keyboards or those which do symbolic algebra (such as TI-Inspire, TI-92s or TI-89s) **may not** be used for this class.
- If you prefer not to purchase a graphing calculator, you may rent a TI-84 from the [SCC Media Center](#) for \$10 for the semester while supplies last, using your debit/credit card. You must show that you are enrolled in a math class at SCC.
- NOTE: If you are considering buying another brand of graphing calculator, such as the Casio or HP, please keep in mind that, although these calculators may have the same features as the TI-83 and TI-84, the interface will be different. This will make it much harder for you to follow along with the online video tutorials, all of which use the TI.

Technical Requirements

Students are responsible for ensuring they meet the following technical requirements:

- A working email address that you check regularly
- Reliable, high-speed Internet connection
- Headphones or working speakers connected to the computer

Instructional Contact Hours and Minimum Course Expectations

Instructional contact hours are the weekly time students spend directly learning with their instructor or course activities. These activities include, but are not limited to, lectures, discussions, labs, group work, and viewing recordings. Instructional contact hours vary by course.

Minimum course expectations include the number of hours students are expected to spend outside of class (weekly) completing coursework. Students are encouraged to use the [Time Management Calculator](#) to help estimate their weekly time commitment for classes.

Response Time

Your instructor will respond to posts on the MOER Forum, MOER messages, emails, and texts within 24 hours (usually faster). Please understand that business hours are from 9:00AM - 5:00PM, Monday through Friday. If you post a question or message, be aware that after 5:00PM on Friday until Monday morning at 9:00AM is NOT part of business hours. Any holidays are also not considered part of business hours. Students can expect assignments to be graded within 5 business days after the due date.

MAT114 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 and/or Corequisites:

None

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.

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 centers' hours and procedures.

SCC Math Center: **Free** tutoring and calculator assistance are available both in person and online through the SCC Math Center (<https://www.scottsdalecc.edu/students/tutoring/math>). You may work with an SCC tutor remotely using Google Meet on your computer or on your phone. To remotely connect with an SCC math tutor, you need to enroll in the Math Center Remote Tutoring Canvas course. Please visit the SCC Math Center website for more information. Computers are available for student use in the SCC Math Center. You will need to know your SCC student ID number in order to sign in.

Assignments

Course Structure

The topics for this course have been divided into Units, which are due on the dates/times indicated in the MOER Calendar.

Homework Assignments: These assignments are completed online using MOER. It will benefit you to write out the homework problems and show your work as you go through these assignments. The homework problems are organized by Workbook section. There are three attempts per problem. After the third attempt, the correct answer will be shown. You can then generate a new problem for full credit by clicking "Try another similar question".

Online Tests: Online tests consist of problems similar to those in the Homework assignments. You may use your calculator and notes on the Online Tests, but ***no other assistance is permitted***. **Online Tests are TIMED.** You will have one hour (60 minutes) to complete each test so be sure to have your notes and calculator ready before you begin. You will have ONLY TWO attempts for each problem on the Online Tests. Problems not completed within this time limit will receive a score of 0. Students who miss more than two Online Tests may be withdrawn from class.

Exams: There will be three Exams (each covering four sections), **each worth 20% of your grade** (for a **total of 60%**). There is a required Review assignment for each Exam. The Exams will be in person on the SCC campus during regular class time. Exam dates are posted on the MOER calendar and will also be announced in class. DO NOT wait until after the missed Exam to contact the instructor. Arrangements can be made on an individual basis and must be approved by the instructor AT LEAST ONE WEEK IN ADVANCE BEFORE the scheduled Exam. If you have an emergency on Exam day, contact your instructor immediately. Make-up Exams will only be granted in extreme circumstances, with documentation of the emergency. Exams not taken on the regularly scheduled date/time may be assessed a late penalty of 20%, or may be given a score of 0, depending on unique circumstances. Any Exams not completed by 3 days past the original due date will be given a score of 0, even in the case of a documented emergency on Exam day and will result in being withdrawn from the course. There are no retakes for the Exams.

You may use your graphing calculator on the Exams. Calculators that perform symbolic manipulation will not be permitted during any Exam. Also, your cell phone may not be used as a calculator during an Exam. You may use one sheet of **handwritten** notes (8.5" X 11" – both sides) for each Exam that will be collected with your completed Exam. Please do not attach any sticky notes to the sheet of notes – you will have to remove them.

There are NO Late Passes in this class!

During Class: In-Class Participation and Assignments

- You are expected to be on time and prepared for class. Being prepared means having the proper materials with you when you arrive in class (calculator, notes, pencil and paper).
- Participate in class discussions and activities. This includes group work, board work, and additional assignments given in class.
- *Additional concepts may be introduced in class that are not in the workbook or online Lesson.* You are responsible for this new material whether or not you attend class.

Missing Class:

- If you miss a class:
 - Complete the online assignments on time. These deadlines will not be extended if you miss class.
 - Message your instructor as far in advance of the missed class as possible.

Exams

- Three exams will be given in class. See MOER calendar for exam dates.
 - Exam 1:** Covers material from Units 1 – 4
 - Exam 2:** Covers material from Units 5 - 8
 - Exam 3:** Covers material from Units 9 – 12
- **You may use your graphing calculator on the exams.**
 - Sharing of calculators during an exam is not permitted. You may not use your cell phone as a calculator during class.
 - Calculators that perform symbolic manipulation will **not** be permitted during any exam: examples include the TI-89, TI-92, TI-Inspire, HP-48, HP-48G, and Casio 9970.
- You may use one sheet of **handwritten** notes (8.5" X 11" – both sides) for each exam that will be collected with your completed exam. Please do not attach any sticky notes to the sheet of notes – you will have to remove them.
- Exam problems will be graded for correctness and quality of work shown.
- If an emergency arises that is **beyond your control**, you must contact me **on or before** the day of the exam to arrange for a make-up. Make-ups are possible only in special circumstances and at the instructor's discretion. All make-ups for Exams 1 and 2, if granted, must be completed *before* the next class meeting. All make-ups for Exam 3, if granted, must be completed on or before Thursday, December 17, 2026. Make-up exams must be completed in the SCC Testing Center. Failure to adhere to this policy will result in a grade of zero on the exam.
- Students who miss an exam and do not make it up within the required time period will receive a grade of zero on the exam.

Grading Standards and Practices

Assignment Name	Percent of Grade
Online Assignments: Orientation Modules Homework Assignments Online Tests Exam Reviews	40%
Exam 1 (Units 1 – 4)	20%
Exam 2 (Units 5 – 8)	20%
Exam 3 (Units 9 – 12)	20%

Grade Scale

Grades will be updated regularly and will be visible in the MOER gradebook. **Check your grade often to track your progress through the course.** Final course grades are calculated using the scale below.

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

Notes on Grading

- Give yourself plenty of time to complete assignments and get help as needed. **Do not wait until the last minute!!!**
- Read instructions carefully!
- **Final grades are non-negotiable.** It is unethical to reach out at the end of the semester and request "a few extra points" or discuss the consequences of not earning the grade you want in the class. Messages of this nature will not receive a response.

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.

Computer Access and Email

- You will need regular access to a computer (with Internet access) in order to complete the online assignments that are part of this course.
- You are responsible for completing all assignments on time, regardless of any computer or internet issues that may occur.
- You will need a working email address that you CHECK REGULARLY. I do send regular class announcements and information via the email you use to create your MOER account. It is your responsibility to provide a valid email address that you keep up with so that you can receive notifications of class announcements.

Attendance Policy

- "Attendance" includes
 - In-person attendance at class meetings, **and**
 - Online attendance in MOER each week.
- You are expected to be on time and prepared for class. Being prepared means having the proper materials with you when you arrive in class (calculator, notes, paper, pencil).
- You are expected to be an active participant in group work and class discussions and stay the full length of the class period. Otherwise, you will be marked absent.

- I will not spend class time going over material you have missed due to tardiness or absence.
- You are expected to spend time outside of class working on the online assignments in MOER.
- **Official Absences** include jury duty, subpoenas, or official SCC activities such as athletic events, field trips, and tournaments. *Appropriate documentation must be presented to the instructor at least one week prior to the date of the official absence* so that arrangements can be made for make-up work.

Calculators, Cell Phones, and other Electronic Devices

- **REQUIRED:** Turn all cell phones and other electronic devices OFF before the start of class. Your cell phone may not be used during class.
- Cell phones and other electronic devices (iPods, laptops, headphones etc...) should be turned OFF and put away before the start of class. Any use of these devices during class will be considered disruptive behavior and will not be tolerated. This includes text-messaging.
- Your cell phone may not be used as a calculator during class.
- Any cell phone use during a quiz or exam will result in a grade of zero on the quiz/exam.
- If you are wearing a “smart” watch, you will be asked to remove it during quizzes and exams.
- Calculators may not be shared at any time during exams, even if another student has finished their exam.
- Audio or video taping of class sessions is NOT allowed without instructor approval.

Drop / Withdrawal Policies

Potential No-Show Drops

- Not attending the first class period.
- Students who do not complete the Syllabus Quiz assignment in MOER by 11:59 PM on the due date.

Withdrawals

This course complies with [Scottsdale Community College's Withdrawal Dates and Deadlines](#)

- **Refund Deadline:** 8/31/26
- **Student-Initiated Withdrawal:** The deadline to withdraw from the course with a guaranteed grade of W is 10/11/26.
- **Instructor-Initiated Withdrawal Deadline:** 11/25/26
This course is NOT self-paced. Students are expected to keep up with the assignments and due dates. **Students who fall more than 1 Unit behind (or do not complete any online work over the course of 5 consecutive days) may be withdrawn from the course. Also, failure to enroll in MOER and/or complete the Syllabus Quiz in MOER by the due date will result in being withdrawn from the class.**

General Conduct

The classroom is an educational learning environment where students are expected to engage in behaviors which are conducive to their own learning and the learning of their peers. To facilitate this, respect for self and others is mandatory and necessary.

- Students are expected to conduct themselves in a responsible, mature, and academically honest manner. Be honest in everything you do. Do not present someone else's work as your own.
- Cheating or plagiarism on any assignment will result in a grade of zero for that assignment and all involved students will be subject to disciplinary action in accordance with SCC policies. This may include withdrawal from the class with a "Y" grade.
- Should a student exhibit disruptive behavior and/or use profane language to the extent that it interferes with the learning environment, an academic consequence may be imposed. Disruptive behavior includes, but is not limited to, cell phone use, text messaging, and unauthorized use of classroom computers. The student will be subject to disciplinary action in accordance with SCC policies. Disciplinary action may involve loss of points and removal/withdrawal from the class.

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 Gemini, Microsoft Copilot, Stable Diffusion, GrammarlyGo, and Adobe Firefly.

No Generative Artificial Intelligence (AI) Allowed

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.

Academic Integrity Violation and Penalties

If it is determined by the instructor that a student has used AI or other resources that are not allowed during an assignment or an exam, the student will either receive a 0 on the assignment or be required to complete the assignment or exam at an in-person proctored setting on paper.

Course Technologies

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

Maricopa Systems

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

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

Synchronous Communication Tools

There is no synchronous portion to the course, but students who choose to meet with the instructor may require the use of web conferencing and/or other synchronous course tools.

- Google Meet

Streaming Media/Audio/Video Tools

This course uses YouTube, and/or other streaming media services.

General Education & Institutional Learning Outcomes

General Education provides foundational learning experiences that contribute to academic and career success. It is reflected in [Scottsdale Community College's Institutional Learning Outcomes](#): Arts & Humanities Awareness, Career Readiness, Critical Thinking and Problem Solving, Effective Communication, Information Literacy, and Social Responsibility.

This course emphasizes the development of critical thinking and problem-solving skills. Students will demonstrate these skills by meeting the following institutional learning outcomes:

- 3.1 Identifies information relevant to the issue or problem.
- 3.2 Explains graphical information.
- 3.3 Demonstrates understanding of a phenomenon.
- 3.4 Analyzes data using relevant methods.
- 3.5 Solves problems or defends claims using logical or quantitative reasoning.
- 3.6 Synthesizes evidence to support a conclusion or solve a problem.

Program Learning Outcomes

Credit-bearing courses at Scottsdale Community College can count toward the completion of a degree or certificate program. Each program has Program Learning Outcomes, which are learned assets that students can claim to have acquired by completing their academic or occupational program at SCC. Program Learning Outcomes can be found on the Degrees and Certificates page of the SCC Website. For each degree, look under “What You’ll Learn.”

This course is a General Education course that is foundational to many degree programs. This course fulfills a mathematics requirement for some programs, but not others. Please consult your specific degree or certificate program on the [Degrees and Certificates page](#) of the SCC website to ensure this course counts in your academic plan.

MCCCD Policies

MCCCD is committed to providing a safe, fair, and accessible environment for all students. This includes laws such as the ADA and Title IX, which protect against discrimination. These statements explain your rights, available support, and where to go for help or more information. Please review the following policies:

- [Classroom Accommodations for Students with Disabilities](#)
- [Addressing Incidents of Title IX Sexual Harassment](#)

Information contained in this syllabus or schedule is subject to change during the semester at the discretion of the instructor. Any changes will be announced in class and posted in MOER. *You are responsible for these changes whether or not you attend class on the day of an announcement.*

Classroom Accommodations for Students with Disabilities

In accordance with the Americans with Disabilities Act (ADA), the Maricopa County Community College District (MCCCD) and its associated colleges are committed to providing equitable access to learning opportunities to students with documented disabilities (e.g., physical, sensory, neurological, chronic illness, mental health, learning disabilities, or other health concerns). If you require accommodations for this course, please contact [Disability Resources and Services](#) (DRS) at your college.

Contact with [DRS](#) should be made as soon as possible to ensure academic needs are met in a reasonable time. Additional information can be found in the [Non-Discrimination Statement](#) and [MCCCD Non-Discrimination Policies](#)

[Addressing Incidents of Title IX Sexual Harassment](#)

Students are responsible for the information contained in this syllabus, the Syllabus page in the Canvas course, and the College Policies & Student Services page located under SCC Student Resources in the Canvas course navigation menu. The instructor will notify students of any changes to course requirements or policies.

I look forward to working with you this semester!

Please do not be afraid to ask for help - that is what I am here for!