Math 1310: College Algebra
Course Syllabus - Spring 2019 – Session 6

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Course Number: Math 1310
Section Number: 09289
Meeting Time: See CASA Calendar
Delivery format: Online
Prerequisites: Math 1300 or a satisfactory passing score on a placement examination.

*Note: This course is designed to prepare students for MATH 1330 Precalculus and MATH 1431 Calculus I. Students with prior credit in MATH 1330 or MATH 1431 will not be allowed to enroll or receive credit in MATH 1310.

The information contained in this class outline is an abbreviated description of the course. Additional important information is contained in the departmental policies statement at http://www.mathematics.uh.edu/undergraduate/courses/math13xx/ **or at your instructor's personal webpage. You are responsible for knowing all of this information.**

Upon successful completion of this course, the student will be able to
- Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, inverses of functions.
- Recognize, graph and apply polynomial, rational, radical, piece-wise, exponential, logarithmic and absolute value functions and solve related equations.
- Apply graphing techniques.
- Evaluate all roots of higher degree polynomial and rational functions.
- Recognize, solve and apply systems of linear equations.
- Solve absolute value, polynomial and rational inequalities.

IMPORTANT: *The instructor reserves the right to make changes on these policies. Any changes will be announced on the instructor's website in a timely manner.*

<mark>Online Sessions:</mark> We have created a course that has many of the features of a face-to-face class. There are special requirements for an online class and a detailed description of all aspects of the course is given in this syllabus.
You must have access to a computer and a fast internet connection. The class will meet in an online classroom on days indicated in the calendar. You will be able to see and hear me. You will also be able to communicate with me through the class chat line. If your schedule will not allow you to attend the live sessions, a recording of it will be posted in the CASA Calendar for you to watch and listen to before the next class session. Continue reading for more details on this and all other course information.

Note: Students are responsible for any content/announcements given in the live online lectures. Videos of the meeting are posted approximately 30 minutes after each class ends.

Access Codes: You need to purchase an Access Code. This can be done **online**.
Once purchased, enter the code into the online form at casa.uh.edu by the deadline. Students who have not entered a valid access code by the deadline will be denied access to their course account and will not be able to submit coursework until they enter a valid access code.

Peoplesoft ID Number: You can find this number in your peoplesoft account. You will need to provide this number on each test you take.

Email: Students are responsible for information about the course that is emailed to them using the email address that the students provide to the My UH site. It is the student's responsibility to keep the email address on file current and to make arrangements for email from the instructor, UH, and CourseWare to reach the student. If you are forwarding your UH email account to any other (yahoo, hotmail, etc), note that email rejection by these sites does NOT excuse you from finding out what your instructor has sent.

Remote Students: Those that live more than 100 miles from the UH campus need to email their instructor regarding remote administration of the exams. It will be the student's responsibility to find a university or testing center that will administer the exam. The student will also need to work with Distance Education to set this up. Email: Tim Bretzke at DEproctoring@uh.edu.

Textbook: The learning materials for Math 1310, including the textbook, are available online in electronic form (PDF) through CASA website at www.casa.uh.edu. **Students are required to purchase an access code to access the learning materials.** All students have free access to CASA until the access code deadline posted on the course website. To have continuing access to all course materials at CASA, you need to enter the access code.

A student in this class is expected to complete the following assignments:

1. 1 Online Exam
2. 3 Regular Exams
3. Online Quizzes
4. Final Exam

Components and Weights of Semester Assignments:
- Test 1:   5%
- Test 2:   20%
- Test 3:   20%
- Test 4:   20%
- Online Quizzes: 15%
- Final Exam: 20%
  Total: 100%

Grading Scale: If you call your average "x":

A $93 \le x \le 100$	**B-** $80 \le x < 83$	**D+** $67 \le x < 70$
A- $90 \le x < 93$	**C+** $77 \le x < 80$	**D** $63 \le x < 67$
B+ $87 \le x < 90$	**C** $73 \le x < 77$	**D-** $60 \le x < 63$
B $83 \le x < 87$	**C-** $70 \le x < 73$	**F** $0 \le x < 60$

Online Quizzes: See CASA Calendar for online quizzes due dates.
You may take each up to 20 times during the time that it is available.
Your highest score is retained as the score for that quiz.

There will be **no makeup quizzes** for any reason. **ONE lowest** quiz grade is dropped.
Neither the instructor, nor Math Department, is responsible for any difficulty that you have in accessing the quizzes. Please don't delay taking quizzes – there are times during the week when CourseWare is slow or overloaded. There is **no amnesty period** for the quizzes; the quizzes will NOT be reopened at the end of the semester.
If you miss a quiz, you will NOT have a chance to make up for it. Please contact CourseWare tech support directly if you are having technical problems for your account.

Tests:
To see the exam dates and topics covered, please visit your instructor's website.
Test 1 is over pre-requisite material and you take it online. You have **two** attempts to take Test 1.
Tests 2 - 4 and the final exam are taken at CASA testing center, with reservation.
Use "proctored exams" tab at your CASA account to reserve a seat for each test.
You should print out the web page showing your reservation time for your records and proof of your reservation.
Your instructor cannot schedule or reschedule a test for you.
You can NOT use calculators during the tests; study accordingly.
Tests are 50 minutes long. Push the "submit" button when you're completely ready to leave the Testing Center, AFTER you've finished ALL the questions and checked your work.

If you miss a test, you receive a zero for it. When you take the final, the grade on the final will replace that zero. If you miss more than one test, only the first one will be replaced.

Final Exam: Final is **c**omprehensive and compulsory for ALL students. There is no "exemption" or "opt-out" from the final in Math.1310. No make-ups/No excuses. **NO EARLY FINALS.**

Retests: There will be no "re-tests". If you earn a score that is not satisfactory to you, that is unfortunate but is no cause for you to be allowed to take the test again.

Extra Credit: There are practice tests and a practice final on Courseware. If you take the practice test, then 10% of the highest score you earn will be applied to the relevant test as extra credit. You can take the practice tests several times (up to 20 times) and we only take your best score. Pay attention to the "end" dates on these. None of the practice tests will ever be reopened.

UH CAPS: Counseling and Psychological Services (CAPS) can help students who are having difficulties managing stress, adjusting to college, or feeling sad and hopeless. You can reach CAPS (www.uh.edu/caps) by calling 713-743-5454 during and after business hours for routine appointments or if you or someone you know is in crisis.
No appointment is necessary for the "Let's Talk" program, a drop-in consultation service at convenient locations and hours around campus.
http://www.uh.edu/caps/outreach/lets_talk.html

CSD Accommodations: Academic Adjustments/Auxiliary Aids: The University of Houston System complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, pertaining to the provision of reasonable academic adjustments/auxiliary aids for students who have a disability. In accordance with Section 504 and ADA guidelines, University of Houston strives to provide reasonable academic adjustments/auxiliary aids to students who request and require them. If you believe that you have a disability requiring an academic adjustments/auxiliary aid, please visit The Center for Students with DisABILITIES (CSD) website at http://www.uh.edu/csd/ for more information.

Accommodation Forms: Students seeking academic adjustments/auxiliary aids must, in a timely manner (usually at the beginning of the semester), provide their instructor with a current Student Accommodation Form (SAF) from the CSD office before an approved accommodation can be implemented.

Details of this policy, and the corresponding responsibilities of the student are outlined in The Student Academic Adjustments/Auxiliary Aids Policy (01.D.09) document under [STEP 4: Student Submission (5.4.1 & 5.4.2), Page 6]. For more information please visit the Center for Students with Disabilities FAQs page.

Additionally, if a student is requesting a (CSD approved) testing accommodation, then the student will also complete a Request for Individualized Testing Accommodations (RITA) paper form to arrange for tests to be administered at the CSD office. CSD suggests that the student meet with their instructor during office hours and/or make an appointment to complete the RITA form to ensure confidentiality.

*Note: RITA forms must be completed at least 48 hours in advance of the original test date. Please consult your counselor ahead of time to ensure that your tests are scheduled in a timely manner. Please keep in mind that if you run over the agreed upon time limit for your exam, you will be penalized in proportion to the amount of extra time taken.

"Incomplete": An incomplete ("I") may be given if all of the following criteria are met:
• The reason is a compelling NON-ACADEMIC reason.
• You have completed virtually all the course assignments.
• You have a passing grade on this work.
Incompletes are NOT available to students who have done little of the coursework nor for students who have failing grades on what they have done. See your instructor to fill out and sign the Incomplete contract – this is required and must be signed in advance of an I being posted.

Imminent failure is not an acceptable reason to be awarded an incomplete.

<mark>Cheating</mark> will not be tolerated. See page 8 of the Student Handbook for consequences.

<mark>The Completion Forms:</mark> If you are using financial aid and fail the course, you need to provide this form to your instructor at the end of the semester.

<mark>Dropping the course:</mark> You are responsible for making arrangements to drop the course if you wish to do so. If you wish to drop the course, complete the online process at my.uh.edu before the deadline. Your instructor cannot drop you for any reason. Pay attention to the deadline and check your course enrollment status on my.uh.edu to make sure your drop has been processed.

College Algebra Topic List

An Introduction to Graphs and Lines
> Points, Regions, Distance and Midpoints
> Lines
> Graphing Equations
> Solving 2 x 2 systems of equations

Solving Equations and Inequalities
> Linear Equations
> Quadratic/Other Equations
> Complex Numbers
> Linear Inequalities
> Absolute Value

An Introduction to Functions
> Basic Ideas
> Functions and Graphs
> Transforming Functions
> Maximum and Minimum Values
> Combining Functions
> Inverse Functions

Polynomial and Rational Functions
> Polynomial Functions
> Dividing Polynomials
> Roots of Polynomials
> Rational Functions

Exponentials and Logarithms

Exponential Functions

The Number e

Logarithms/Properties of Logarithms

Exponential and Logarithmic Equations