Course Syllabus
Math 103 – College Algebra (4 Credits / CRN# 64028)

INSTRUCTOR: Navtej (Johnny) Singh

E-MAIL: navtej@hawaii.edu <Preferred way to get in touch – include name & course info when emailing>

OFFICE: Manaopono 110 <An appointment is not necessary to see me during my office hours>

OFFICE HOURS: Face to Face meeting or Video Conference can be arranged by appointment.

TELEPHONE: (808) 236 – 9278 <Use this during office hours for help on long questions>

EFFECTIVE DATE: Summer 2015 Semester <May 26, 2014 to July 17, 2014>

MAIN WEBSITE: www.MyMathLab.com <Course ID: singh35444>

Windward Community College (WCC) Mission Statement

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai'i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide O'ahu's Ko'olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

Catalog Description

Linear equations, inequalities, systems of equations, polynomials, functions, fractional expressions and equations, exponents, powers, roots, quadratic equations and functions; rational, exponential and logarithmic functions. Pre-Requisite(s): Grade of "C" or better in MATH 25 or MATH 29 or equivalent, satisfactory math placement test score, or consent of instructor.

Getting Started With This Online Course

- Go to www.MyMathLab.com and click on student under register.
- Enter the Course ID **singh35444** when required.
- Follow the online instructions to complete the registration process.
- There will be an option to either buy an access code or enter the one that came with your textbook.
- For video tutorial use this link: http://tours.pearsoncmg.com/smscc/index.html
- Note that you may need to turn off pop-up blocker so that some plug-ins can be installed.

Learning Resources and Materials

Primary textbook for this course is "College Algebra" 9th edition by Michael Sullivan. When buying hard copy of this textbook, please make sure that it comes with a valid MyMathLab access code. Purchasing a hard copy of this textbook is not required since all material including e-book is available online. Buying just an access code may be cheaper than buy the textbook with code.   Everything you need for this course is available online at www.MyMathLab.com website. We will utilize most of the tools available through this website. You must get an

access code for this course to use all course material. You can get this one of two ways: Buy it directly when registering for the course online or buy the textbook at WCC bookstore which comes with the access code.

Foundations Hallmarks

Math 103 fulfills the General Education Requirement for Foundations Symbolic for both the AA and AS degree at WCC. Consequently, it meets the hallmarks of the symbolic reason requirement (also listed in the catalog).
1. Students will be exposed to the beauty, power, clarity and precision of formal systems.
2. Instructors will help students understand the concept of proof as a chain of inferences.
3. Instructors will teach students how to apply formal rules or algorithms.
4. Students will be required to use appropriate symbolic techniques in the context of problem solving, and in the presentation and critical evaluation of evidence.
5. The course will not focus solely on computational skills.
6. Instructors will build a bridge from theory to practice and show students how to traverse this bridge.

Student Learning Outcomes

Upon completion of the course, the student will be able to:
1. Demonstrate proficiency in writing math expressions into different forms.
2. Employ algebraic techniques to find the solutions to equations and/or inequalities, using complex numbers where appropriate.
3. Use algebraic techniques to analyze and solve applied problems.
4. Interpret equations geometrically and use geometrical information to obtain the equation of lines and circles.
5. Utilize introductory function concepts and draw the graphs of selected functions.
6. Utilize the definition of a logarithm and the properties of logarithms to simplify logarithmic expressions or to solve logarithmic and exponential equations.
7. Demonstrate proficiency in solving systems of linear and second degree equations and inequalities.
8. Utilize precise mathematical language and symbols to effectively communicate mathematics in written and/or oral form.
Note: All SLOs assessment are embedded in class activities, homework, quizzes, or exams.

Assessment, Tasks, and Grading

Point Distribution

Exams	(Four Exams @ 100 points each)	400 points
Homework	(34 HW Assignments @ 5 points each)	170 points
Consultations	(three @ 10 points each)	030 points
Quizzes	(4 Quizzes @ 25 points each)	100 points
Final Exam	(Comprehensive – Paper Pencil)	200 points
Total		900 points

Grades: Letter grades will be assigned based on the following scale:

A $\Rightarrow$ 90% $\uparrow$; B $\Rightarrow$ 80% $\uparrow$; C $\Rightarrow$ 70% $\uparrow$; D $\Rightarrow$ 60% $\uparrow$; F $\Rightarrow$ below 60%;

N Grade: The 'N' grade indicates that the student has worked conscientiously, attended regularly, finished all work, fulfilled course responsibilities, and has made measurable progress. However, either the student has not achieved the minimal student learning objectives and is not yet prepared to succeed at the next level, or the student has made consistent progress in the class but is unable to complete the class due to extenuating circumstances, such as major health, personal or family emergencies." If you would like to request for N grade in this class, you must provide a formal letter of request to me no later than the time of final examination addressing how you have met the criteria for N grade. Then I will make a decision on whether or not you qualify for the N grade. Definition of additional grade options such as "I" can be found in WCC catalog.

Exams There will be four proctored exams in this course worth 100 points each and one proctored comprehensive final worth 200 points. All exams must be taken at one of UH testing center unless prior arrangement has been made with instructor. You will be asked to show your work for multistep problems on sheet provided to receive full credit. An exam reviews will be made available to assist you in studying for the proctored exams. Note that there is 100 minutes time limit on each unit exam and 200 minutes time limit on the final exam. All unit exams are computer based using MyMathLab and the final is written using paper pencil. Best way to prepare for the exam is to study homework and quiz problems along with exam review (or sample exam).

Testing Site: Your default test taking site will be The Testing Center (TTC) located in the Library and Learning Common room 228 at Windward Community College. You may go to http://windward.hawaii.edu/testing_center or call at (808) 235 – 7498 to find out additional information about this testing site such as hours of operation. If you reside on one of the neighboring islands, please let me know your preferred test taking location during 1st week of instruction. The website http://www.hawaii.edu/dl/faculty/prep/proctor_office.html provides information on all available testing sites in Hawaii.

Quizzes There are 4 online quizzes worth 25 points each. Each quiz covers the material learned on indicated homework sections. It is highly recommended that you complete required homework before taking the quiz. There is 50 minute time limit for each quiz. To improve your quiz score, each quiz may be taken twice and I will count the highest of the two score.

Homework All homework assignments are available online at MyMathLab.com. I encourage you to collaborate on the homework by utilizing the online tools such as message board to communicate with each other. There is also help me solve, view similar example, and watch lecture video option available. Note that you can work on each homework problem as many times by clicking the similar exercise tab, till you get it right. So, it is possible for you to get 100% on each homework assignment. For Additional help on the homework, you are welcome to contact me or make an appointment for consultation.

Important Info: Please check your @hawaii.edu e-mail account frequently for important announcements.
This syllabus is subject to change in extenuating circumstances. Student must complete all online homework assignments, quizzes, and exams including final within this term. I highly recommend that you do not fall behind and use the guided due dates for quizzes, homework assignments, and exams found on the calendar included in this syllabus. For important academic information refer to WCC website www.windward.hawaii.edu or go to www.hawaii.edu for system wide information. Plagiarism, copying, or use another person's work without proper acknowledgment is not permitted

and may result in failing grade for the course. Make-up work beyond designated due dates is not allowed. To succeed in this online Math class, do not procrastinate and complete your tasks in timely manner.

Getting Help   You're welcome to send me an email requesting help anytime and I'll do my best to response within 24 hours (may be bit longer during weekends or holidays). If you live away from WCC campus, you can call my office during office hours or Skype (ID: nsj006) with advanced noticed for help. You may get additional help by utilizing the free walk-in tutoring service by going to the math lab located in Library Learning Common Room 226 at windward community college or at your native campus (summer hours may be limited). I highly encourage you to visit Math Lab located on your campus during the beginning of this course to get personnel help. You may also utilize the following websites:

http://manoa.hawaii.edu/ola - Provides free local live interactive tutoring during weekdays
http://www.khanacademy.org – Provides small lecture videos on selected topics
www.wolframalpha.com – Provides computational tools, facts, and examples.
http://wcc.hawaii.edu/brainfuse - Find out how to get free online Math tutoring.
http://www.graphcalc.com. - A free graphing calculator utility can be downloaded here.

Consultation: Students are required three formal communications with me during the term that can be done by face to face meeting, over the phone, via email, or over video conference. First consultation should be done during the first few days of instruction so that I can go over any questions you may have regarding the course syllabus, quizzes, homework assignments, exams, or getting started use the online system. Other two consultations can be conducted anytime during the term to get help on homework problems, go over exams, or discuss grades. Key to doing well in online course is to complete your work well in advance of due date and do not procrastinate.

Contact: The following methods will be used to communicate:
- You can send me an e-mail anytime and I will do my best to response within 24 hours. This is an effective method of communication if you expect a short response.
- If you need to speak with me, you can call me at my office (808) 236 – 9278 during my office hours or leave a message with your name and number for me to return your call.
- If you live commuting distance from WCC, you can stop by my office anytime during my office hours or make an appointment. This is a good way to get help of homework.
- If you live at a distance and visual communication is necessary such as help on complicated homework problems, you can contact me via Skype using the id nsj006. You need to make an arrangement for this, since I only login to Skype when needed.
- Online discussion board can be used to interact with classmates by asking homework questions and answering previously posted problems. I will also post answer to commonly asked questions on the discussion board.

Disabilities Accommodation

If you have a physical sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help your succeed in this class. Ann Lemke can be reached at (808) 235-7448, lemke@hawaii.edu, or you may stop by Hale 'Akoakoa 213 for more information.

Guidance Calendar - To Stay on Track Complete the Assignments by Date Indicated				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
5/25 Holiday - Memorial Day	5/26 Read Syllabus Signup at MyMathLab	5/27 Email Questions HW Sections R2 & R3	5/28 HW Section R4, R5, & R7 Testing Site Request Due	5/29 HW Section R8 Quiz #1
6/1 HW Section 1.1 & 1.2	6/2 HW Section 1.3 & 1.4	6/3 HW Section 1.5 & 1.6	6/4 HW Section 1.7 Exam 1 Review	6/5 **Exam 1 at Testing Center**
6/8 HW Section 2.1 & 2.2	6/9 HW Section 2.3 & 2.4	6/10 HW Section 2.5	6/11 Holiday - Kamehameha Day	6/12 Review for Exam 2
6/15 **Exam 2 at Testing Center**	6/16 HW Section 3.1 & 3.2	6/17 Quiz #2	6/18 HW Section 4.1 & 4.2	6/19 HW Section 4.3 & 4.5
6/22 Review for Exam 3	6/23 **Exam 3 at Testing Center**	6/24 HW Section 5.1	6/25 HW Section 5.3	6/26 Quiz #3
6/29 HW Section 6.1	6/30 HW Section 6.3 & 6.4	7/1 HW Section 6.5 & 6.6	7/2 Review for Exam 4	7/3 Holiday - Independence Day Observed
7/6 **Exam 4 at Testing Center**	7/7 HW Section 8.1	7/8 HW Section 8.6	7/9 HW Section 8.7	7/10 Quiz #4
7/13 Final Exam Review	7/14 **Final Exam available at the Testing Center**	7/15 **Last day to take Final Exam at Testing Center**	7/16 Consultation Last Day for Makeup Work	7/17 Discuss Final Grade End of Summer Term