

## Math 1021 College Algebra Su24 Session B Syllabus for Section 1

*You are responsible for abiding by all of the rules and policies stated on this Syllabus. Print it and read it carefully. Refer to it throughout the semester.*

### Course Instructor

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### Course Eligibility

- Students must have a Math ACT score of 21 or higher, an ALEKS PPL score of 41 or higher, or a Math SAT score of 530 or higher to enroll in Math 1021.
- Students with a Math ACT score of 25 or greater receive automatic credit for Math 1021 as long as the Math ACT score is less than 24 months old on the student's first day of classes at LSU.

### Course Design Overview

- You will need to create an account in Zoom if you do not already have one. Be sure to use your full name as listed in Moodle. To create an account or change your name in Zoom, go to [lsu.zoom.us](https://lsu.zoom.us) and use your myLSU credentials to login.
- Class meets virtually every day for ninety minutes at the scheduled time in Zoom. You are required to attend.
- Your homework, quizzes, and exams will be completed using a web-based learning and assessment system called MyLab Math (MLM). You will be required to purchase a MLM access code if you do not already have one. An interactive etext is included in your MLM course. See details below in the section titled MLM Account.
- All testing will be done in MLM either remotely using the third-party proctoring service, ProctorU, or in person in an on-campus testing center. For either testing option, you are responsible for scheduling each exam before the deadline to schedule. See details in the testing instruction documents posted in Moodle and on the course website. For ProctorU, there will be a charge of \$15 for each of the two exams, and specific computer hardware and software will be required as described in the section titled Technology Required below.
- In addition to the required class time, you should plan to spend at least 18 additional hours each week working on Math 1021.

### Topics

Topics included in this three-credit-hour course are Solving Equations and Inequalities, Lines and Circles, Systems of Equations, Functions and their Graphs, Inverse Functions, and Polynomial, Rational, Exponential, and Logarithmic Functions with Applications.

### Announcements

Throughout the semester, announcements will be made in class, by LSU email, in the Moodle Announcements forum, and through the MLM announcement page. You are responsible for checking and reading your emails and these announcements at least daily. Be sure to check your junk mail folder regularly to be sure emails sent via Moodle are not being misidentified.

### Course Website

<https://www.math.lsu.edu/precalcprogram/1021>

## MyLab Math Account

A Trigsted MyLab Math account gives you access to all the course assignments. To set this up at <https://mlm.pearson.com/northamerica>, you will need the following:

- **MyLab Math Course ID#**  
The course ID# for your specific section of the course will be given to you by your teacher at your first class meeting. It will be your teacher's last name and then five digits. This course ID# ensures that you are placed into the correct section of Math 1021 in MLM.
- **Trigsted MyLab Math access**
  - Prior MLM users: If you used a Trigsted MLM account previously AND you remember your username and password for this account, then you may not need to purchase anything. Sign in to your MLM account and click Enroll in a New Course. Enter the course ID# given to you by your teacher. If you are prompted to pay, see Payment Options below.
  - Payment Options: You will have to choose 18-week or 24-month access. Choose 18-week (1 semester) access because in Fall 2024 we will transition to a new edition of the Trigsted etext and no previously used access will be active.
  - To pay for a new account, you can either 1) purchase a Trigsted MLM access code from the LSU Barnes and Noble bookstore (by going to the bookstore or from their website <https://lsu.bncollege.com/>) prior to beginning the MLM registration process or 2) pay online during the MLM registration process using a personal credit card or PayPal account. Debit cards are not accepted.
  - Temporary access: If financial constraints prohibit you from purchasing access the first week of class, you can get a 14-day temporary access during the MLM registration process. By the end of the temporary access period, you must purchase access in order to be able to continue working in the course. No extensions on assignments will be given because of expired access.
- **LSU email address**  
You MUST use your LSU email address in MLM in the email address field even if it is not your preferred email address. It will be used as the personal identifier that allows your MLM grades to be properly imported into your Moodle gradebook.

## Technology Required

You will need the following in order to take this course:

- a computer with a Windows or Apple operating system (no phones, tablets, or iPads)
- internet access that is stable and reliable (no hotspots)
- the latest version of Chrome or Firefox
- an internal or external webcam
- an internal or external microphone or working speakers
- no Chromebooks for ProctorU testing
- the ability to turn off any firewalls operating on your network for ProctorU testing
- a device that meets the system requirements listed at <https://support.pearson.com/getsupport/s/system-requirements>

## Calculator

The TI-30XIIS (solar) or the TI-30XIIB (battery) with a two-line display is required. No other calculators are allowed on tests or on the final exam. If you use any other calculator on an exam, you will be referred to the Dean of Students and charged with Academic Misconduct.

### **Class Notes**

You must have a set of Class Notes in class. You must either purchase a packet of Class Notes for the semester at the LSU Bookstore or print the Class Notes one section at a time from Moodle, MLM, or the course website. See your Daily Schedule (also posted in Moodle, in MLM, and on the course website) for the specific etext sections covered in Math 1021.

### **Videos**

LSU-created closed-captioned video lectures for all sections covered in this course are available. They can be accessed in Moodle, in MLM, and on the course website.

### **LSU student ID card**

Your LSU student ID card or other state-issued picture ID is required to take an exam.

### **MyLab Math Tips**

- Prior to using MLM on any personal device, be sure to run the MLM Browser Check. Access the Browser Check by clicking Getting Started in the MLM menu for your course.
- If you are able to sign in to MLM using Safari but are unable to access your assignments, switch to either Chrome or Firefox.
- It is possible that at some point during the semester, after you have successfully registered and enrolled in your current semester's course at <https://mlm.pearson.com/northamerica>, you will not be able to access your account in MLM by going to <https://mlm.pearson.com/northamerica> and selecting "Sign in" on the upper right side. In this situation, you can use the alternate login page for MyLab Math found at <https://mlm.pearson.com/northamerica/altsignins/>.
- If you need technical assistance, go to <https://support.pearson.com/getsupport>. If your issue is not addressed in the Popular Topics list, click Contact Us at the top to access and submit the customer support form. Do not leave the page until you have received a case number and are directed to a support agent.

### **Purged Students**

If you are purged from the LSU class roster for any reason, you must email your teacher immediately to let your teacher know you have been purged so that you can be manually re-added to Moodle. You must continue to go to class. In addition, since you still have access to MLM, you must continue to keep up with all assignments and due dates. Being purged does not constitute an excuse for missing class or any MLM deadlines including exams.

### **Code of Student Conduct**

The LSU Code of Student Conduct explains student rights, excused absences, and what is expected of student behavior. Students are expected to understand this code, which can be found at <https://lsu.edu/saa/students/codeofconduct.php>. If you are found responsible for a violation of the LSU Code of Student Conduct and receive a zero on any assignment for this violation, that zero is non-replaceable and non-droppable.

### **Virtual Class Meetings**

- Class meets Monday - Friday for ninety minutes at the scheduled time. The link to join class is posted in Moodle under Virtual Class Meetings.

- You will receive a participation grade for each class meeting. Your class participation average is worth 15% of your course grade.
- During class meetings you will take notes on the material presented and work exercises in MLM.
- You must have your Zoom video turned on with your face visible during the entire class meeting.
- You must use a computer (not a tablet or phone) during class meetings.
- In order to earn your class participation grade, you cannot be engaging in any activities that would not be permissible in a physical classroom. For example, you cannot be in a car or other vehicle, at work, lying down, sleeping, or walking around.
- Phones and other electronic devices cannot be used during class.
- During each class meeting you must attend the full 90 minutes, pay attention, take notes, and work on your MLM assignments. If you fail to meet these requirements throughout the 90-minute class meeting, you will receive a grade of 0% for that class meeting.
- During the class time that is dedicated to working on your MLM assignments, you must be actively working in MLM on a homework, quiz, or practice exam.
- If you must miss class and have a documented university excuse (death in the immediate family, severe personal illness, required military service, court-ordered appearance, an official LSU function), contact your teacher before the absence occurs, if possible. You will be considered for an excused absence if you provide documentation to your teacher no later than 48 hours after the absence.
- Note that a student who is purged from the LSU class roster for any reason is still expected to attend and participate in class. Being purged does not constitute an excused absence.

## Homework

- Homework assignments are due at 11:59 PM. See your Daily Schedule for due dates.
- The work you submit must be your own. Your work must be independently written and entered into MLM. Using any additional online or third-party resources to get answers to homework exercises is a violation of the LSU Code of Student Conduct.
- When working your homework assignments, you should save after completing each exercise especially if using a Mac or a hotspot. For each homework exercise, the result of your last attempt for each exercise will be recorded when you save.
- You can rework exercises, enter and exit your homework, and get back to it at a later time prior to the due date.
- If you rely on the MLM learning aids or other help to get an exercise correct, then use the Similar Exercise feature and rework the exercise repeatedly until you can get it correct without any help. This is essential. Many students who become overly dependent on the learning aids or other assistance to get a score of 100% on the homework assignment find that they score much lower on the tests than they would if they had done the work independently.
- Your homework assignment average is worth 20% of your course grade. Your two lowest homework assignments will not be used in the course grade calculation (even though those scores show in the Moodle gradebook).
- Extensions on homework assignments are rarely given since the assignments are available from the beginning of the semester. In order to be considered for an extension on a homework assignment, you must have documentation to support your request and must email your teacher, attaching the documentation, no later than 48 hours after the due date for that homework assignment. Extensions on homework assignments will not be given due to personal computer or internet issues.

- Graded homework for each section has due dates and will close then, but a copy of the homework assignment (labeled Practice Homework) is open throughout the semester to be used for studying. The Practice Homework does not count toward your course grade.
- There are three categories of homework exercises.
  - Category 1 includes Skill Check (e.g., 1.1.SCE-2), Standard (e.g., 2.1.15), Step-by-Step (e.g., 4.1.SbS-13), and Brief (e.g., 5.3.BE-47) Exercises. The usual features of these exercises are
    - Learning aids available in MLM
    - Three attempts allowed for each iteration with feedback after each
    - Similar Exercise (i.e., a new iteration for the same exercise number) available an unlimited number of times
  - Category 2 includes Instructor-Created Questions. The features of these exercises are
    - Learning aids NOT available in MLM
    - Three attempts allowed for each iteration with feedback after each
    - Similar Exercise (i.e., a new iteration for the same exercise number) available an unlimited number of times
  - Category 3 includes Reading Assessment Questions (e.g., 2.1.RA-3). The features of these exercises are
    - Learning aids NOT available in MLM
    - Only one additional attempt allowed after the first incorrect attempt
    - Similar Exercise NOT available
    - Teacher can NOT assist

## Quizzes

- All quiz questions come from the homework, so you should master your homework before attempting the quizzes. You should try to do the quizzes without any help. If you rely on help to get a score of 100% on the quizzes, you will score much lower on the tests than you would if you had done the work independently.
- Quizzes are due at 11:59 PM. See your Daily Schedule for due dates.
- You are allowed to consult with others regarding math concepts but not regarding specific answers to questions. The work you submit must be your own. Your work must be independently written and entered into MLM. Using any additional online or third-party resources to get answers to quiz exercises is a violation of the LSU Code of Student Conduct.
- You will not get feedback after each exercise answer is entered. You must work through the quiz and submit it before seeing your score. You can review your quiz in Gradebook, and the MLM learning aids will appear for the review.
- Quizzes should be used as preparation for tests. Retake the quizzes until you can do the work correctly without any assistance from tutors, notes, the etext, or the MLM learning aids.
- Each quiz contains fifteen questions with each question drawn from a pool of exercises having the same or similar learning objectives. It is recommended that you take a quiz at least four times even if you earn a score of 100% before that to ensure that you see a cross-section of the exercises.
- Each quiz in MLM can be attempted up to ten times prior to the due date, but only the highest score of your attempts for each quiz will be recorded in Moodle.
- Your quiz average counts as 15% of your course grade. Your lowest quiz grade in Moodle will not be used in the course grade calculation (even though this score shows in the Moodle gradebook).

- The maximum working time allowed for each attempt of each quiz is 75 minutes. While working on a quiz with time remaining, you can close the browser (rather than choosing Submit) and re-open that same quiz later without any additional elapsed time.
- Extensions on quizzes are rarely given since the assignments are available from the beginning of the semester. In order to be considered for an extension on a quiz, you must have documentation to support your request and must email your teacher, attaching the documentation, no later than 48 hours after the due date on that quiz. Extensions on quizzes will not be given due to personal computer or internet issues.

### Exams

- The proctored, access-restricted exams using MLM must be scheduled online and may be taken either remotely using ProctorU, in person at the LSU Testing Center in Himes Hall, or in person at the LSU Disability Services (DS) Testing Center in Johnston Hall for students who have provided the teacher with an accommodation letter following the guidelines outlined in the section following this one. Note that ProctorU, the LSU Testing Center, and DS have strict policies regarding test-taking. Be sure to familiarize yourself with their rules.
- Practice Exams are available in MLM for each exam and will be open throughout the semester. After completing all homework and quizzes, you should prepare for each exam by repeatedly practicing until you can get all exercises correct without any assistance from MLM learning aids, notes, the etext, or tutors. Note that all exam questions come from the homework. They do not count toward your course grade, but it is essential that you work the practice exams repeatedly until you can do the work without any help.
- You will not get feedback after each exercise answer is entered. You must work through the exam and submit it before seeing your score. You can review your exam in Gradebook, and the MLM learning aids will appear for the review.
- The maximum time allowed on each exam is 120 minutes.
- Only one attempt is allowed for each exam.
- You are not allowed assistance of any kind on an exam. This includes notes, formula sheets, or any other type of outside help. While testing, you are not allowed to access other online materials, including your homework, quizzes, and online learning aids in MLM. Remember, academic dishonesty is a violation of the university Code of Student Conduct.
- There will be two exams. Each exam is worth 25% of your course grade.

### LSU Disability Services Accommodations

- Louisiana State University is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request.
- If you have a disability that may have some impact on your work in this class and for which you may require accommodations, contact LSU Disability Services (DS), 124 Johnston Hall, 225-578-5919 or [www.lsu.edu/disability](http://www.lsu.edu/disability).
- If you are registered with DS and require accommodations, you must login to the Disability Services Online Database found at [www.lsu.edu/disability](http://www.lsu.edu/disability) and submit the Faculty Notification Letter electronically to your teacher as soon as the letter is available and prior to the deadlines listed in the bullets below for specific accommodations.
- You must tell your teacher whether you plan to test using ProctorU, at the LSU Testing Center in Himes Hall, or at DS in Johnston Hall when you send the accommodation letter.
- No accommodation will be given unless your teacher has a copy of your DS letter by the stated deadlines, and makeups will not be given for failure to meet this deadline.

### Taking Exams with ProctorU

- The ProctorU Instructions for Students are posted in Moodle and on the course website. Review this document carefully at the beginning of the semester, read it again before scheduling each exam, read it again before taking each exam, and read it any other time as needed.
- See your Daily Schedule for Exam windows and deadlines to schedule each exam to be guaranteed a time slot to take the Exam. You are responsible for scheduling your exams before the deadline. No makeups will be given for failure to schedule by these deadlines.

### Taking Exams In Person

- Students testing in the LSU Testing Center in Himes Hall must schedule prior to 11:59 PM the day before your testing window begins to be guaranteed a seat in the testing center. No makeups will be given for failing to schedule by this deadline.
- Students testing in the DS testing facility must adhere to all rules of the DS testing facility, especially those regarding the time frame for scheduling tests. No makeups will be given for failing to schedule by these deadlines.
- Detailed instructions for in person testing are posted in Moodle and on the course website. Review this document carefully at the beginning of the semester, read it again before scheduling each exam, read it again before taking each exam, and read it any other time as needed.

### Makeup Exam Policy

The Makeup Exam Policy is posted in Moodle and on the course website. Review this policy carefully so that you do not have an unreasonable expectation of what is allowed.

### Course Grade Calculation (posted in Moodle)

Weight	Category	Details
15%	Participation	class participation
20%	Homework	lowest 2 of 25 homework scores will be excluded
15%	Quizzes	lowest 1 of 6 quiz scores will be excluded
50%	Exams	2 exams

An excluded homework or quiz grade will always show in the Moodle gradebook but will NOT be used in the Moodle grade calculation for the course. Any assignment labeled Practice does not count toward the course grade. There is no bonus or extra credit offered in this course.

### Grading Scale

A+: 97-100%	B+: 87-89%	C+: 77-79%	D+: 67-69%	F: 0-59%
A: 93-96%	B: 83-86%	C: 73-76%	D: 63-66%	
A-: 90-92%	B-: 80-82%	C-: 70-72%	D-: 60-62%	

Your course grade will be determined by rounding your course average (either up or down) to the nearest whole number using standard rounding procedures.

**Integrative Learning Core**

Integrative learning allows students to make simple connections among ideas and experiences and across disciplines and perspectives. The LSU Integrative Learning Core (ILC) curriculum is designed to develop student abilities to transfer their learning to new situations and demonstrate a sense of self as a learner. A fundamental goal of the ILC is to foster students' practical and intellectual capacities associated with integrative learning in preparation for high competence and functionality in their post-baccalaureate careers. This course fulfills 3 credit hours of the Louisiana Board of Regents (BoR) Area of Mathematical/Analytical Reasoning and provides students experience with the ILC proficiency of Quantitative and Formal Reasoning. The BoR Common Course name and number for this course is CMAT 1213 College Algebra.