MATH 121 – COLLEGE ALGEBRA SYLLABUS SPRING 2010

INSTRUCTOR: 
E-MAIL: 
OFFICE:  
OFFICE HOURS: 

SOFTWARE (REQUIRED): Fall 2009 Hawkes Learning Systems, College Algebra
TEXT (OPTIONAL): College Algebra, 2nd Edition by Paul Sisson. Published by Hawkes Learning Systems

Learning Outcomes: Students who successfully complete Math 121 will be able to solve a variety of algebraic and transcendental equations, manipulate rational expressions, and state analytic geometrical information.

TESTS, EXAM, HOMEWORK:
1. There will be four major tests during the semester. Each test will count 100 points and will cover material from the lectures and the software. The test questions will be similar in format to the examples in class and the test review problems posted on Hawkes. There will be a Web Test for review for each test.
2. There will be absolutely NO make-up tests given for ANY reason.
3. Any person who must miss a scheduled exam because of an official University function must reschedule with the instructor to take the exam at a time BEFORE the exam is scheduled to be given. Official documentation must be provided. NO OTHER rescheduling will be allowed.
4. The lowest of the four major test grades will be dropped.
5. The final examination is comprehensive and will count 200 points.
6. Homework will be assigned for each section of material and will count for a total of 100 points.
   - Homework assignments will be done on the computer using the Hawkes software.
   - Due dates for each homework assignment are listed within the Hawkes’ progress report (www.hawkeslearning.com/umisscol).
   - The Hawkes software is discussed in detail on pages 4 – 7.

ATTENDANCE POLICY: It is essential to attend every class in order to do well in mathematics.
- Students are allowed 5 absences.
- For each absence above the allowed limit, 10 points will be deducted from the student’s final point total.

FOR ALL STUDENTS ENROLLED IN MATH 121:

You must attend the Kinard computer lab for 50 minutes during each week

The lab weeks will run from the day of the first class meeting each week to the day before the first class meeting of the following week.

If a student does not attend lab for the minimum number of minutes during a given week, it will count as an absence.

The math lab (Kinard 212) is open Monday – Thursday from 10 am until 7 pm and Friday 10:00-5:00.

FINAL GRADE: The cumulative total for the course is 600 points. (300 tests, 100 homework, 200 final exam)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points Necessary for Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90% of 600 = 540</td>
</tr>
<tr>
<td>B</td>
<td>80% of 600 = 480</td>
</tr>
<tr>
<td>C</td>
<td>70% of 600 = 420</td>
</tr>
<tr>
<td>D</td>
<td>60% of 600 = 360</td>
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<tr>
<td>F</td>
<td>below 360</td>
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</tbody>
</table>
CHEATING: The following statement is the policy of the Department of Mathematics regarding cheating:

Offenses: Cheating on any exam, quiz, homework, work to be completed in class; theft or attempted theft of exam questions; use of prohibited technology; or possession of exam questions prior to the time for examination; shall all be offenses subject to appropriate penalties.
Penalties: The penalty for commission of any offense set out above is failure in the course and, subject to the approval of the Chancellor, dismissal or suspension from the university.

WITHDRAWAL DEADLINE FOR SPRING 2010 SEMESTER: Tuesday, March 2
• After the course withdrawal deadline, a student may withdraw from a course only in cases of extreme and unavoidable emergencies as determined by the academic dean.
• Withdrawing from a course after the deadline will not be permitted because of dissatisfaction over an expected grade or because the student has changed his or her major.
• After the course withdrawal deadline, courses dropped will be recorded on University records and the W grade will be recorded if the student is not failing the course at the time of withdrawal; otherwise, the grade recorded will be F.

ACADEMIC NEEDS: It is the responsibility of any student with a disability who requests a reasonable accommodation to contact the Office of Student Disability Services (915-7128). Contact will then be made by that office through the student to the instructor of this class. The instructor will then be happy to work with the student so that a reasonable accommodation of any disability can be made.

SPECIAL DATES: Classes begin: Wednesday, January 20
Withdrawal Deadline: Tuesday, March 2
Spring Break (no classes): Monday – Friday, March 15-19
Good Friday: Friday, April 2
Classes end: Friday, April 30
Final Exams: Monday – Friday, May 3-7
TEST INFORMATION:

- Tests will be administered during regular class meetings.
- Each student will be given a maximum time of 55 minutes to complete his or her test.
- Under no circumstance will a late or make-up test be given to any student.

Test 1: Monday - Wednesday, Feb. 15-17, covering sections 1.5, 2.1a, 2.2, 2.3, 2.5, 2.6
Test 2: Monday - Wednesday, Mar. 8-10, covering sections 3.2, 3.3, 4.1, 4.2a, 4.6
Test 3: Monday - Wednesday, Apr. 5-7, covering sections A.1, A.2, 6.1, 8.1
Test 4: Wednesday - Friday, Apr. 21-23 covering sections 7.1, 7.2, 7.3, 7.4, 7.5

FINAL EXAM INFORMATION:

- The final exam is comprehensive. It will consist of 40 multiple-choice questions.
- Students will be given a maximum time of 3 hours to complete the final exam.
- Each student MUST take the final exam at the time scheduled. The only exceptions are those students affected by the two situations described below. Check the date and time of your exam and schedule all flights and trips so that you are on campus for your exam.
- Any student having three or more final exams scheduled for the same day will arrange with the instructor to take the noon examination or the 7:30 p.m. examination on some other mutually satisfactory date.
- Any student who must miss a scheduled final exam because of an official University function must reschedule with the instructor to take the exam at a mutually satisfactory date. Official documentation must be provided.

CALCULATORS AND ELECTRONIC DEVICES:

- A scientific calculator is required for college algebra.
- Calculators with a Computer Algebra System and/or a QWERTY keyboard are not allowed during tests. This includes, but is not limited to, the TI-89, the TI-92, and the Casio Algebra FX 2.0.
- Cell phone calculators are also prohibited.
- Use of such electronic equipment while taking a test will be considered academic dishonesty and appropriate action will be taken.

All cellular phones, pagers, and other electronic equipment should be turned off during class, during movies, in churches, in bookstores and restaurants, in elevators, and especially while operating a motor vehicle.

COMPUTERS: This course will be taught with the use of computers.

- Any questions regarding problems such as internet access in the dorms should be directed to the IT Helpdesk at 662-915-5222.
- Problems involving the Hawkes software should be directed to their technical support department.
  - Frequently asked questions about the software are listed and answered at the following link: hawkeslearning.com/PC_Support.htm
  - Students may submit a request for technical assistance by visiting the above site.
  - The technical support office is open Monday – Friday from 7:30am til 4:30pm (central time)
  - Students may call (843) 571-2825 to receive assistance with the software.
  - Students may also email their office: support@hawkeslearning.com
The Hawkes Learning Systems courseware connects to www.hawkeslearning.com to retrieve the Ole Miss HW curriculum during the installation process. It also connects to the HLS website to process homework certificates so that they are entered in your instructor’s online grade book.

In order for this to work properly, the following conditions must be met:

1. Connect to the Internet prior to installing the Hawkes courseware. If you have a high speed connection via a DSL or cable modem then you are already connected.

2. During the installation process ... when prompted for the HLS Course ID, please type UMissCOL.

3. Does your computer have a software firewall such as Norton or McAfee? Firewalls are designed to treat unrecognized programs harshly, denying access to the Internet unless the program is manually added to an approved list of internet-enabled applications. Students (with these firewalls) need to configure the firewall to permit the Hawkes Learning Systems courseware access to the Internet.

**Norton Internet Security:**

1. Double-click the Norton Internet Security icon in the system tray (a green or gold globe).
2. Double-click Personal Firewall.
3. On the Programs tab, locate each of the Hawkes Learning Systems applications (see list below).
4. Change the permission level to Permit All

**McAfee products:**

1. Open the McAfee icon in the Windows system tray (a capital M?), point to Personal Firewall, then select Internet Applications.
2. On the Internet Applications page, locate the Hawkes Learning Systems applications (see list below).
3. Click New Allowed Application to allow the application full internet access.

**Hawkes Learning Systems programs that access the Internet:**

- TOC.EXE (or Table of Contents)
- DISP.EXE
- MENU.EXE
- ALGCOM.EXE (or HLS Courseware Common EXE)
Two Methods for obtaining and installing the 2009 version of the Hawkes software:

THE SOFTWARE IS NOT COMPATIBLE WITH Macintosh computers, but you can purchase an emulator such as Virtual PC or Parallels which will allow you to then use the software on your Mac.

(Students who are retaking college algebra need to follow the directions in the Download column.)

<table>
<thead>
<tr>
<th>Download the software (the download is free; the access code requires money)</th>
<th>Purchase the software from an Oxford book store</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Select the College Algebra, Fall 2009 student version</td>
<td>- There is a store in Oxford that sells the book and software together – if you wish to have the book.</td>
</tr>
<tr>
<td>3. Save the program to your desktop. (The downloading process might take several minutes.)</td>
<td>2. A yellow sticker with a license number can be found on the CD sleeve. Go to <a href="http://www.hawkeslearning.com">www.hawkeslearning.com</a> and choose the red link to request an access code. Complete the required fields (one of which will be to enter your license number) and submit your request. In a minute or so, your access code will appear on the screen (print it if you would like). It will also be emailed to you in a text format that you should be able to copy and paste within an attachment file that you can save to your computer desktop and/or to a jump drive. This access code must be entered each time you log into the software! Keep the email that contains it.</td>
</tr>
<tr>
<td>4. When finished, open the program from your desktop and run the installation process.</td>
<td>3. Now, you are ready to install the program!</td>
</tr>
<tr>
<td>5. The HLS Course ID is UMissCOL and it is very important that you enter it when requested.</td>
<td>- Connect to the internet and minimize your browser window.</td>
</tr>
<tr>
<td>6. After installing the program, you will be directed to the Hawkes log-in page that will require an access code. Choose the link that says &quot;I need an access code&quot;. (If you are retaking College Algebra and have forgotten your access code, choose the blue link Technical Support Request Form or email <a href="mailto:codes@hawkeslearning.com">codes@hawkeslearning.com</a> to receive it. DO NOT buy another access code!)</td>
<td>- Place CD #1 in the CD-ROM drive. (CD #1 is the only CD needed for the installation.)</td>
</tr>
<tr>
<td>7. Then, choose the blue link that says: purchase an Access Code online (Visa, Master card, money order).</td>
<td>- Double-click on the My Computer icon.</td>
</tr>
<tr>
<td>8. You will receive your code in an email. Save the attachment file that contains your access code to your computer's desktop or to a jump drive. When requested to enter your code, you can simply upload the file that contains it...much faster than manually typing it in! You should also be able to copy and paste it from the email that contains it. Be smart and keep this email.</td>
<td>- Double-click on the CD-ROM drive (has a picture of a CD-ROM disk).</td>
</tr>
<tr>
<td>9. The downloaded program that you installed does not contain the video and narration files needed for the instruct mode during later chapters and sections. Early on, if you enjoy viewing the materials contained in the instruct mode before doing your HW problems, send an e-mail to <a href="mailto:sales@hawkeslearning.com">sales@hawkeslearning.com</a> and request that they mail you a copy of the Fall 2009 student CDs (one of them installs the program and the other contains the video and narration files for later chapters). Within your email, give them your name, access code, mailing address, and desired product (Fall 2009 College Algebra software). Since you have already purchased the access code, they will mail this to you for free! Students can also purchase the book online at <a href="http://www.hawkeslearning.com/store">www.hawkeslearning.com/store</a> – although it is not required for this course.</td>
<td>- Double-click on Setup.exe.</td>
</tr>
<tr>
<td></td>
<td>- Follow the on-screen instructions.</td>
</tr>
<tr>
<td></td>
<td>- You will be prompted for a HLS Course ID. Select &quot;Yes, the Course ID is,&quot; and enter UMissCOL in the box provided.</td>
</tr>
</tbody>
</table>

4. After the program is installed, you will be directed to your log-in page. Enter your access code and the Hawkes Table of Contents page will appear!
THE HAWKES SOFTWARE IS INSTALLED AT THE WEIR HALL COMPUTER LAB AND AT THE KINARD MATH LAB.

College Algebra students are welcome to use the Kinard math lab Monday-Thursday from 10am-7pm and Friday 10am-5pm. Students MUST have an Ole Miss student ID card to gain entrance to this lab.

College Algebra students are also welcome to use Weir Hall during their extensive operating hours. The schedule is posted at http://www.olemiss.edu/itlabs/

HAWKES SOFTWARE: ONLINE versus OFFLINE USAGE  (HOME COMPUTERS)

Students can choose to work OFFLINE or ONLINE to complete their HW assignments.

- To work OFFLINE, open your Hawkes program, enter your access code, and choose to work offline.
- Offline usage for doing the HW is fine, but a student must be online when submitting his certificate of completion to the instructor's grade book -- see the next page for submitting directions.

- To work ONLINE, open your Hawkes program and enter your access code.
  (Students using a phone line connection need to first connect to the internet before opening the program.)

If a student notices that the HLS courseware is experiencing difficulties in connecting to the internet, please see page 4 of the syllabus.

HAWKES SOFTWARE: THE PRACTICE MODE VERSUS THE CERTIFY MODE

<table>
<thead>
<tr>
<th>Practice mode</th>
<th>Certify mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practice problems are similar to the ones that you will encounter during certify mode.</td>
<td>Certify problems are the HW assignment problems.</td>
</tr>
<tr>
<td>During the process of practicing problems, you are allowed to incorrectly answer an unlimited number of questions. If you make a common error, the software will tell you which specific error you are making.</td>
<td>You will be allowed to incorrectly answer a select number of questions. If you exceed the allowable number of strikes, the certification lesson will end and you will be required to start over.</td>
</tr>
<tr>
<td>There is a tutor feature ... that will either guide you through the steps to working a problem or will present a complete solution to the problem.</td>
<td>If you miss a problem, you will receive a strike and then may request to see a detailed solution of the problem.</td>
</tr>
<tr>
<td>After practicing the problems, you should be prepared to enter the certify mode.</td>
<td>After successfully certifying in a lesson, you will be presented with a certificate of completion that contains a code ... this code must be electronically submitted to the instructors' grade book.</td>
</tr>
</tbody>
</table>
STEPS TO FOLLOW AFTER RECEIVING A CERTIFICATION CODE:

- Save the certification code (to at least a temporary location).
- After saving the lesson, select the quit option ... it is not necessary to print the certificate.
- If you do not have internet access, you will have to submit the certification code later ... directions given below.
- If you do have internet access, you should receive a message that the certificate has been successfully submitted to the instructor’s grade book. Check your progress report (www.hawkeslearning.com/umisscol) to ensure that the earned points have been entered in the grade book.
- If the earned points fail to appear in the progress report, you need to resubmit the saved certification code before the due date to get full credit.

If you do not have internet access and Certify offline, you will need to electronically submit your certification codes to the instructor’s grade book:

- Go to www.hawkeslearning.com/UMissCOL and log in using your access code.
- Choose the Submit Certificate(s) tab at the top of the page.
- Browse to find the saved certificate if you saved it and click Submit Certificate.

Please read the following in case it happens to you!

Q: I didn’t save my certificate to a file and my instructor won’t allow me to type the certificate from the Progress Report. How can I get credit for my work?
A: Backup copies of all completed certificates are located in the "Hawkes Learning Systems" folder in the folder "My Documents" on the computer used for the work. Open your Progress Report, click Submit Certificates, and click the Load from File tab. Browse to the folder mentioned above and choose the lesson to be submitted. Click the Submit Certificate button to register the appropriate certificates.

Other common questions and solutions can be viewed at the link: www.hawkeslearning.com/PC_Support.htm

- Students may submit a request for technical assistance by visiting the above link.
- The technical support office is open Monday – Friday from 7:30am til 4:30pm (central time)
- Students may call (843) 571-2825 to receive assistance with the software.
- Students may also email their office: support@hawkeslearning.com

HAWKES HW ... MORE IMPORTANT INFORMATION!

- Submit certificates ON or BEFORE the due date to get the full 5-point credit for each assignment.
- Submit certificates within a two-day grace period to receive a half credit of 2.5 points.
- Submit certificates after the two-day grace period and receive 0 points.
- Instructors will only accept certificates that are electronically submitted to their grade books; they will NOT accept printed certificates or handwritten codes.

It is the student’s responsibility to make sure that the earned points from doing the HW lessons are recorded in their Hawkes’ progress report (and therefore in the instructor’s grade book).
### Additional, optional odd-numbered practice problems from the textbook

<table>
<thead>
<tr>
<th>SECTION</th>
<th>SECTION TITLE</th>
<th>PROBLEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.5</td>
<td>Polynomials and Factoring</td>
<td>13 – 32; 39 – 54</td>
</tr>
<tr>
<td>2.1A</td>
<td>Linear equations in one variable</td>
<td>1 – 11</td>
</tr>
<tr>
<td>2.2</td>
<td>Linear inequalities in one variable</td>
<td>1 – 9, 13 – 19, 23 – 31</td>
</tr>
<tr>
<td>2.3</td>
<td>Quadratic equations in one variable</td>
<td>1 – 11, 13, 17, 25, 37, 39</td>
</tr>
<tr>
<td>2.5</td>
<td>Rational expressions and equations</td>
<td>1 – 5, 9 – 27, 31 – 35, 49 – 57</td>
</tr>
<tr>
<td>2.6</td>
<td>Radical equations</td>
<td>1, 5, 7, 13, 17, 19, 21, 23</td>
</tr>
</tbody>
</table>

**TEST 1**

<table>
<thead>
<tr>
<th>SECTION</th>
<th>SECTION TITLE</th>
<th>PROBLEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.2</td>
<td>Linear equations in two variables</td>
<td>25 – 39</td>
</tr>
<tr>
<td>3.3</td>
<td>Forms of linear equations</td>
<td>1 – 19, 25, 27, 31 – 57</td>
</tr>
<tr>
<td>4.1</td>
<td>Relations and functions</td>
<td>1, 9, 17, 19, 29, 31, 39, 41, 45, 47</td>
</tr>
<tr>
<td>4.2A</td>
<td>Linear and quadratic functions</td>
<td>17 – 29, 37</td>
</tr>
<tr>
<td>4.6</td>
<td>Inverse functions</td>
<td>25 – 39, 43</td>
</tr>
</tbody>
</table>

**TEST 2**

<table>
<thead>
<tr>
<th>SECTION</th>
<th>SECTION TITLE</th>
<th>PROBLEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1</td>
<td>Polynomial equations, graphs, inequalities</td>
<td>17, 21 – 27, 37, 38, 39, 40, 41 – 47</td>
</tr>
<tr>
<td>5.2</td>
<td>Polynomial division</td>
<td>5, 7, 15, 17, 19, 23, 27, 39, 41, 45</td>
</tr>
<tr>
<td>6.1</td>
<td>Rational functions and inequalities</td>
<td>1, 5, 9, 17-37, 51-55</td>
</tr>
<tr>
<td>8.1</td>
<td>Solving systems by substitution or elimination</td>
<td>1, 3, 5, 9, 11, 15, 17, 19, 25, 29</td>
</tr>
</tbody>
</table>

**TEST 3**

<table>
<thead>
<tr>
<th>SECTION</th>
<th>SECTION TITLE</th>
<th>PROBLEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Exponential functions and their graphs</td>
<td>1, 7, 19 – 39</td>
</tr>
<tr>
<td>7.2</td>
<td>Applications of exponential functions</td>
<td>4 (answer is 197,959), 11, 13ab, 14 (answer is 0.043)</td>
</tr>
<tr>
<td>7.3</td>
<td>Logarithmic functions and their graphs</td>
<td>13 – 21, 25, 33, 35</td>
</tr>
<tr>
<td>7.4</td>
<td>Properties and applications of logarithms</td>
<td>1, 3, 5, 11, 19, 21, 27</td>
</tr>
<tr>
<td>7.5</td>
<td>Exponential and logarithmic equations</td>
<td>1, 5, 7, 9, 13 – 27</td>
</tr>
</tbody>
</table>

**TEST 4**