

BURLINGTON COUNTY COLLEGE

**Instructor:** (Mrs.) Diane Venezia

**Course:** Math 075: HYBRID version of Elementary Algebra

**Course description:** The focus of the course is designed to provide a review of the fundamentals of algebra. Topics include operations with signed numbers, polynomial expressions, rational algebraic expressions, factoring, solving and graphing linear equations, systems of linear equations, quadratic equations, and radicals.

**Required Materials:** **Student access card (online) and textbook:** *Introductory Algebra* (with MyMathLab), Ninth Edition, by Lial, Hornsby, and McGinnis, 2010, Pearson Education, Inc. (e-book available on MyMathLab)

*Please purchase the textbook bundled together with the **REQUIRED** access card from the college store **OR** purchase a used textbook and a stand-alone copy of the student access card online.*

Calculator: a **scientific** calculator may be used throughout the course

Course Syllabus (**print from the course website** in the tab labeled "Course Information")

**Attendance/  
College Policies:** Please refer to the Burlington County College Student Handbook for details of the college's policies for Attendance, the Student Conduct Code, and the Student Grade Appeals Process.

Attendance is taken at all class meetings. Class meets once a week, so at least three hours/week should be spent online learning and practicing the course material.

Students are required to attend all classes. Promptness is also required. If a class is missed, the student is held responsible for the full requirements of that class. If a student misses the final exam, he/she will not be permitted a make-up exam unless there is a documented emergency.

**Assignments:** Assignments are found in the tab labeled "Homework." Students are required to complete all online assignments, due the next class meeting. Students must print their results and share these with the instructor weekly. Bring any questions from these problems to

class. Assignments are worth 4% of the final grade for the course. Students are also responsible for all lecture notes and any assignments missed during their absence from class. Textbook assignments listed weekly in the course syllabus are supplemental.

**Evaluation:**

There are **five (5) tests** – one on each unit. Each test has 20 questions dealing with the content covered in each unit and is worth 100 points. The tests are a combination of free-response and multiple-choice questions. Partial credit may be given for free-response questions only. **One retest/semester** is permitted for one of the five tests taken. **A retest cannot be taken to replace a “no-show.”** The one retest must be taken before Final Exam Week. The higher score will be counted for that test. The retest is taken in the Test Center with a test pass from the instructor. Each test is 16% of the final grade for the course.

There is a cumulative **final exam** that must be taken during Final Exam Week that is also 16% of the final grade. It consists of thirty-five multiple-choice questions. **There are no retests allowed on the final exam.**

Each test will be taken in the Mt. Laurel Test Center (TEC 219) with a test pass from the instructor once all work for that unit has been completed online. There is a four-day timeframe for each test to be taken. **Prior arrangements must be made if a test will be missed; otherwise the grade earned is a zero (considered a “no-show”). Certainly a phone call or e-mail within that four-day timeframe is acceptable** to make other arrangements.

| <u>Percent Correct</u> | <u>Letter Grade</u> |
|------------------------|---------------------|
| 100 – 85               | O (Outstanding)     |
| 84 – 70                | P (Passing)         |
| 69 – 0                 | U (Unsatisfactory)  |

The letter grades listed in the above scale will be used to determine the course grade. Grades of “I” or “X” are assigned at the discretion of the instructor.

**Extra Help:**

Please make prior arrangements with me for help, and/or help is available in either math lab. The labs are located in the Pemberton library, room 201, and in TEC, Mt. Laurel, room 101. Times will be announced, as well as posted. Student tutors are also available by contacting the tutoring center at ext.1495, with no fee charged.

**Phone/e-mail:** You may leave a message at either 609.894.9311 or 856.222.9311, extension 1515. My office is located in the Academic building in Pemberton, room 324. My e-mail is [dvenezia@bcc.edu](mailto:dvenezia@bcc.edu)

### How do you start?

- Please purchase either the textbook and student access card OR a used textbook and the access card online. Be certain to purchase what is necessary for the hybrid version because an access card is necessary to log on to the course website.
- To register and start the enrollment process, each student must go to the website, [www.pearsonmylab.com](http://www.pearsonmylab.com). After selecting the textbook from the list of MyMathLab titles, the student enters the unique code shown on his or her Student Access Card as well as the ID (listed below) for this course. The access code is an individual course-specific 6-word code needed for registering. Then follow the instructions on the screen to complete the registration process.
- Each course has a unique course ID. This course's ID is **veneziale20208**. All students must enter the ID number after they register.
- Please allow approximately 30 minutes to download the plug-ins necessary for this course. The following plug-ins are required:
  - Adobe Acrobat Reader
  - Macromedia Flash Player
  - Shockwave Player
  - InterAct Math plug-in (created by Addison-Wesley)
  - TestGen plug-in
  - RealPlayer

Practice problems and sample tests are online, with audio lessons as well.

**Weekly homework assignments are to be done online, with the results printed and shared with the instructor in class before any unit test can be taken. Additional textbook assignments are listed in the course syllabus (found in the "Course Information" tab) and will be done either in class or at home.** Sample Tests for each unit will be given in class as review for each test.

There are several essentials necessary for success in this course:

- The first is that you will need internet access. Please allow approximately 30 minutes on the first day to download the plug-ins required.
- The second is the **textbook and student access card: *Introductory Algebra*** (with MyMathLab), Ninth Edition, by Lial, Hornsby, and McGinnis, 2010, Pearson Education, Inc. (e-book is online)

To be successful, please follow these guidelines:

- **Print the course syllabus** from the course site (in "Course Information").
- **Learn** the material in class, as well as with the audio lessons online, Power Points, textbook readings and sample problems, with additional

help through the college math labs or Addison-Wesley, and/or by making an appointment for individual help with me.

- **Do the weekly homework assignments online**, with results printed by student and brought to class with questions.
- **Attend class** weekly. Assignments in textbook and Sample Tests will be given for additional practice.
- Take and pass all 5 tests and the final exam with an overall average of at least 70%.

The following are the due dates for each online assignment, along with the timeframe for tests:

Week 1 is due on January 30, 2012

Week 2 is due on February 6

Week 3 is due on Feb. 13 - TEST #1 taken in Test Center, Feb. 13-16 inclusive

Week 4 is due on Feb. 20

Week 5 is due on Feb. 27 - TEST #2 taken in Test Center, Feb. 27-March 1 inclusive

Week 6 is due on March 5

Week 7 is due on March 19

Week 8 is due on March 26 - TEST #3 taken in Test Center, March 26-29 inclusive

Week 9 is due on April 2

Week 10 is due on April 9 - TEST #4 taken in Test Center, April 9-12 inclusive

Week 11 is due on April 16

Week 12 is due on April 23 - TEST #5 taken in Test Center, April 23-26 inclusive

Weeks 13 and 14 are due on April 30

Week 15 – FINAL EXAM on May 7

If your e-mail address should change during the course of the semester, please contact Addison Wesley technical support at 1.800.677.6337 for help to correct it on the course site. If this is not corrected, you will **not** receive any e-mails or announcements from the instructor.