

Course Prefix/Number/Title: ASC 91 – Algebra Prep I

Number of Credits: 2 credits

Course Description:

This course begins with the development of the fundamental skills required for the successful completion of studies in college level mathematical courses. Topics include operations with whole numbers and fractions, order of operations, simplification and evaluation of expressions, and evaluation of one and two step linear equations and inequalities. Study skills will be incorporated throughout the course. Credit earned does not count towards any degree, nor does it transfer.

Pre-/Co-requisites: none

Course Objectives:

It is expected that students will be able to

- Perform basic algebraic operations using positive and negative numbers, fractions, and exponents.
- Demonstrate an understanding of terms and rules used in algebra.
- Utilize problem-solving strategies to solve problems.
- Simplify expressions & solve equations and inequalities.
- Analyze and solve various types of math problems.

Instructor: Tracy Chisholm

Office: Nelson Science Center, Room 112

Office Hours: online through Blackboard messages or via email

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Lecture/Lab Schedule: online through Blackboard

Textbook(s): This course uses an Open Education Resource (OER) and does not require that you purchase materials to complete the work.

Course Requirements:

Participation is expected. Learning takes place through participation and engagement in the material and the course, and thus, it is essential that you login and actively participate in class on a regular basis.

Interaction in an online course is different than in an in-person class, but we can make it work. Use the course messages and discussion features in Blackboard to ask me and your classmates questions. Working with others to discuss the material will help you gain a better understanding of it.

As part of an online course, you will spend more time teaching yourself concepts than you may be used to doing. Thus, you may have to watch and re-watch the videos. Take notes, work along with the examples, try and retry problems using the online resources, or try odd problems in the e-text so you can check your answers. It is ok to make mistakes!!! *Learning requires mistakes!* When you get stuck, work problems online in the study plan, re-watch the online videos, ask another student, or email me after you have given it your best shot.

This course is schedule-driven, not self-paced. Thus, you must keep up and submit assignments every week. In order to succeed you will have to work extremely hard! You will need to prioritize and dedicate time to working in this course.

Weekly Discussions: Each week you will be required to make an initial post and at least two responses to other classmates' postings. Your initial post is required to be completed by each Wednesday at midnight and must be at least three sentences. Two responses to other classmates are due by Sunday at midnight and must be at least one sentence that adds to the discussion. Simply saying "I agree" is not sufficient. Remember to be respectful in your opinions and respect the opinions of others. In other words, be polite, courteous, and considerate.

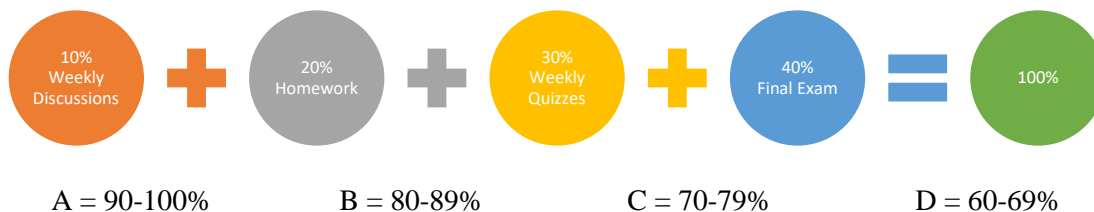
Homework: Homework is an important part of this course. It is extremely important for you to log in and do the homework every day! I will assign weekly homework problems. These problems are the minimum amount of homework that you should complete. You must earn 70% or higher on each section homework to move on to the next section. If you need to do more problems to understand the material, then you should do so.

Weekly homework is due no later than 11:59 pm CST on Sunday of the week it assigned. Use the interactive textbook pages to learn the material and practice prior to doing the homework.

It is up to you to keep up and not fall behind. If you do not take the time to learn the material and work problems, it is highly unlikely that you will be successful in this course. You must do the homework in a timely fashion and ask questions when you get stuck. Math can be frustrating, especially when you are working on it without a face-to-face classroom for lecture, interaction, and discussion, but you cannot give up. Those who are successful in math persist through frustration, but still ask questions after giving it their best try.

Quizzes/Exam: Seven graded weekly quizzes and a comprehensive final exam are administered over the eight-week term. Students are allowed two attempts on each quiz. *The final exam must be proctored.* ProctorU is an online service that proctors tests through use of a webcam and monitor access. You will be required to set up an account with ProctorU and schedule your test in advance. You will be charged a fee to use ProctorU.

****All work in this course should be done *WITHOUT* using a calculator!!!**



Tentative Course Outline:

This schedule is designed to give you an idea of where you should be in the course. All of the homework assignments and quizzes are open through the end of the semester, but this timeline will help keep you on track to complete all of the material in the course.

| <i>Chapter</i> | <i>Topics</i> | <i>Dates</i> |
|--------------------------------------|---|--------------|
| Chapter 1 Sections 1.1 – 1.10 | Foundations | Weeks 1-3 |
| Chapter 2 Sections 2.1 – 2.7 | Solving Linear Equations and Inequalities | Weeks 4-5 |
| Chapter 3 Sections 3.1 – 3.4, 3.6 | Math Models | Week 6-7 |
| PROCTORED Final Exam | COMPREHENSIVE | Week 8 |

General Education Competency/Learning Outcome(s) OR CTE Competency/Department Learning Outcome(s): none

Relationship to Campus Focus:

This course develops algebra skills that are used to solve problems in science, technology, business, and social sciences.

Classroom Policies:

- Regular participation is expected. This includes participation in course discussions, completing the homework and quizzes, and responding to emails from the instructor in a timely manner.
- The course “week” runs Monday starting at 12:00am through Sunday at 11:59pm. All work for the week is due at 11:59pm on Sunday.
- Students should complete the quizzes and final exam without the use of a calculator, notes, or other materials.

Student Email Policy:

Dakota College at Bottineau is increasingly dependent upon email as an official form of communication. A student’s campus-assigned email address will be the only one recognized by the Campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

Academic Integrity:

According to the DCB Student Handbook, students are responsible for submitting their own work. Students who cooperate on oral or written examinations or work without authorization share the responsibility for violation of academic principles, and the students are subject to disciplinary action even when one of the students is not enrolled in the course where the violation occurred. The Code detailed in the Academic Honesty/Dishonesty section of the Student Handbook will serve as the guideline for cases where cheating, plagiarism or other academic improprieties have occurred.

Disabilities or Special Needs:

Students with disabilities or special needs (academic or otherwise) are encouraged to contact the instructor and Disability Support Services.

Title IX:

Dakota College at Bottineau (DCB) faculty are committed to helping create a safe learning environment for all students and for the College as a whole. Please be aware that all DCB employees (other than those designated as confidential resources such as advocates, counselors, clergy and healthcare providers) are required to report information about such discrimination and harassment to the College Title IX Coordinator. This means that if a student tells a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the College's Title IX Coordinator. Students wishing to speak to a confidential employee who does not have this reporting responsibility can find a list of resources on the DCB Title IX webpage.