**MAC 1105C College Algebra, 3 credit hours**  
Mathematics Department, College of Sciences  
University of Central Florida

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Rachid Ait Maalem Lahcen</th>
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<tbody>
<tr>
<td>Term:</td>
<td>Fall 2017</td>
</tr>
<tr>
<td>Office</td>
<td>MSB 221</td>
</tr>
<tr>
<td>Phone</td>
<td>407-823-5463</td>
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<tr>
<td>E-mail</td>
<td><a href="mailto:rachid@ucf.edu">rachid@ucf.edu</a></td>
</tr>
<tr>
<td>Office hours</td>
<td>MW 12:00 pm – 2:00 pm</td>
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<tr>
<td>T</td>
<td>1:00 pm – 2:00 pm</td>
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**Course Description:** PR: Appropriate score on the UCF Math Placement exam, or MAT 1033C with a “C” (2.0) or better, or C.I. Inequalities. High degree polynomials. Graphs, rational, logarithmic, and exponential functions. Systems of equations.

**Course Goals:** This course is designed to familiarize the student with such fundamental mathematical concepts as polynomials, linear and quadratic equations, exponential functions, and logarithmic functions.

**Required Materials:**

1. **ALEKS 360 code College Algebra 2nd Edition** by Julie Miller. Temporary financial aid access code valid for two weeks will be provided, in case of need, to help you start working till you purchase your own code.
   Code can be purchased at the UCF bookstore or directly from the course website (more information is available during first class and in Webcourses). You will also need to know your myUCF log in information. We will access ALEKS from Webcourses@UCF using a single sign on feature. Your instructor or teaching assistant won’t handle issues due to purchasing wrong materials from other places or online stores.

2. **Four new 8.5”×11” Bluebook or greenbooks** (books must be blank i.e. nothing written). They will be used for testing.
   They can be purchased at UCF bookstore or at a vending machine outside MALL or acquired from UCF Student Union. Please have them in advance and don’t wait till test day.

3. **TI30XA calculator.** Only the TI-30XA will be supplied on tests.
   No graphing calculator use in class. It is best if you buy a Ti-30XA and practice with it. Proctors are not allowed to answer your questions about calculators use during tests.

4. **Regular notebook** (spiral-bound, binder) to keep neat and organized work.
   iClicker2 is not needed in this class.

**Required Academic Activity:** As of fall 2014, all faculty members are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete the following academic activity by the end of the first week of classes, REQUIRED ACADEMIC ACTIVITY quiz (counts as a class activity quiz) in Webcourses no later than August 25 5:00 pm EDT. Failure to do so may result in a delay in the disbursement of your financial aid. The quiz remains open after the due date.
Exam dates:

<table>
<thead>
<tr>
<th>Tests</th>
<th>Date</th>
<th>Time</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test 1 (Proctored)</td>
<td>M 9-18-17</td>
<td>Same meeting time/ Same classroom</td>
<td></td>
</tr>
<tr>
<td>Test 2 (Proctored)</td>
<td>M 10-23-17</td>
<td>Same meeting time/ Same classroom</td>
<td></td>
</tr>
<tr>
<td>Test 3 (Proctored)</td>
<td>M 11-13-17</td>
<td>Same meeting time/ Same classroom</td>
<td></td>
</tr>
<tr>
<td>Final test (Proctored)*</td>
<td>M 12-4-17</td>
<td>10:00 am - 12:50 pm / Same classroom</td>
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*No student should make travel plans prior to this day (unless successfully completed the course early). All tests are taken only once.

Grading Scale:
Your final grade will be no less than the following:

<table>
<thead>
<tr>
<th>Average</th>
<th>Grade</th>
<th>** Students must take the final exam and the final is comprehensive. This course is a NC course. Please see <a href="http://fyae.sdes.ucf.edu/faq">http://fyae.sdes.ucf.edu/faq</a> for complete details for NC policy.</th>
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<tbody>
<tr>
<td>90 – 100%</td>
<td>A</td>
<td></td>
</tr>
<tr>
<td>80 – 89%</td>
<td>B</td>
<td></td>
</tr>
<tr>
<td>70-79%</td>
<td>C</td>
<td></td>
</tr>
<tr>
<td>40-69% (must take final)</td>
<td>NC (Not for credit)**</td>
<td></td>
</tr>
<tr>
<td>Otherwise</td>
<td>F</td>
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Grading Policy:

**Objectives**
In ALEKS, must complete prior to due dates, incomplete topics remain in pie and won't earn credit, no extensions.

**Class Activities**
In ALEKS, must be done during class time to capture your learning and attendance. You may receive extra quick attempts but they must be completed in class and no extensions. So, please log in a day before each class to see if you need to complete a knowledge check and avoid completing it in class. Also, keep attention in class.

**Test 1 (Objectives 1 - 3)**
In ALEKS, proctored, closed notes, and restricted to designated computers

**Test 2 (Objectives 4 - 8)**
In ALEKS, proctored, closed notes, and restricted to designated computers

**Test 3 (Objectives 8 - 11)**
In ALEKS, proctored, closed notes, and restricted to designated computers

**Final Test (All objectives)**
In ALEKS, proctored, closed notes, and restricted to designated computers

**Notes:**
1. The final grades of the students who progress quickly are calculated using assignments up to final assessment date. You should talk to your instructor to understand better how it works and your options.
2. At least one lowest of objectives and lowest of class activities are dropped.

**Academic Honesty:** All students are required to abide by the Academic Honesty Guidelines. We must develop, sustain and protect an academic environment of honesty, trust, and respect. Please read and understand all policies listed in http://integrity.sdes.ucf.edu/, http://www.goldenrule.sdes.ucf.edu*. The Z Designation will be used in cases of academic dishonesty. Please see: http://www.z.ucf.edu/ for complete details.
Accessibility Related Accommodations: It is my goal that this class be an accessible and welcoming experience for all students, including those with disabilities that may impact learning in this class. If anyone believes the design of this course poses barriers to effectively participating and/or demonstrating learning in this course, please meet with me (with or without a Student Accessibility Services (SAS) accommodation letter) to discuss reasonable options or adjustments. During our discussion, I may suggest the possibility/necessity of your contacting SAS (Ferrell Commons 185; 407-823-2371; sas@ucf.edu) to talk about academic accommodations. You are welcome to talk to me at any point in the semester about course design concerns, but it is always best if we can talk at least one week prior to the need for any modifications.

Make-up Policy: There are no make-up tests except for those involved in an Authorized University Events or Co-curricular Activities. Those students must show official documentation prior to absence.

http://policies.ucf.edu/documents/4-401.1MakeupAssignmentsForAuthorizedUniversityEventsOrCocurricularActivities.pdf

Personal or family Emergencies are not considered excused reasons.

Progressing and Completing the Course Early:

<table>
<thead>
<tr>
<th>Early test 1</th>
<th>Complete at least 30% pie and at least 90% on practice test 1</th>
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<tbody>
<tr>
<td>Early test 2</td>
<td>Complete at least 60% pie and at least 90% on practice test 2</td>
</tr>
<tr>
<td>Early test 3</td>
<td>Complete at least 90% pie and at least 90% on practice test 3</td>
</tr>
<tr>
<td>Early final test</td>
<td>Complete at least 90% Pie and at least 90% on a practice final test or at least 90% on a proctored comprehensive knowledge check</td>
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</tbody>
</table>

- No more than one attempt is allowed on tests.
- In the event of a student is assessed at any time to a 90% and receive a certificate he/she may be eligible to an early exit from the course. The instructor will assign a comprehensive proctored knowledge check prior to giving final test early, and discuss the options.

Email Policy

1. It is best if you contact your instructor via Webcourses. It will link you to your Math class and section. If you use Knights email, you have to include details like full name, Math section number, day/time...etc.
2. Your instructor will not reply to communications from other web addresses.
3. Grades will not be discussed by email.
4. Class activities passwords will not be emailed.
5. Emails will be answered the next business day in order in which they were received.
6. Please contact technical support when you have issues with ALEKS. Your instructor will not conduct technical support via email. Visit the lab MSB 241 for additional support.

TEST POLICIES & PROCEDURES:

Tests (except final) will be during your regularly scheduled class time on the date indicated in the course
outline above. Therefore, no reservations are needed (except for early testing).

- Have an active (not expired) access code, you should check your account before you go to test.
- Memorize your NID and password.
- Make sure that you arrive early as the test will start on time. You will lose elapsed time if you are late or don’t know log in information and need to retrieve it.
- You must have a UCF ID and put it front of desk, on left side of keyboard to make it easy for the staff to check. UCF ID may also be used to sign in/out.
- 8½ x 11 blue/green book with nothing written on it (see UCF bookstore or vending machine outside MALL or Student Union front desk).
- $.50 if you are going to use a locker (read instruction before you use a locker so you don't lose the money before it locks). No personal belonging are allowed during testing.
- Writing utensil.
- During a test, a password will be provided by a proctor.
- NO cellphones, NO skateboards, NO personal calculators (you'll be given TI-30XA), NO smart watches. (If you don't want them in a locker please don't bring them with you and don't jeopardize your final grade).
- Follow exit rules announced by the proctor.
- At all times, you must abide by Mathematics Assistance and Learning Lab (MALL) Policies and Procedures, please visit http://mall.cos.ucf.edu/ as it is the student's responsibility to read, understand and follow policies.

**TECHNICAL SUPPORT:** In case of technical issues please contact technical support using the information shown below. You should also communicate the issue during your class or come to the lab for assistance. Your instructor or teaching assistant won't be able to troubleshoot your personal computer issues by emails.

**COURSE STRUCTURE:**
This class takes advantage of an advanced technology. You will take an **initial assessment** on the first day of class that will determine the Math skills that you already know, and set up the ones you will learn during the course. It is imperative that you do your best and honestly answer all questions so your ALEKS pie is updated accurately and benefit greatly. The goal is to fill or color your “ALEKS Pie”. At the end of course, your ALEKS Pie grade comes from your earned objectives scores so complete them on time.

- The objectives are like modules in groups of about 20 to 25 topics that you need to complete by the scheduled due dates. It is important that you do them before they close since your score depends on how much you complete, and incomplete topics will remain in the ALEKS Pie. These due dates will not be extended.
- Each topic requires few examples. You can get double credit for answering correctly two questions in a row without using multimedia or examples. Credits can be lost if mastery isn’t
demonstrated. When you get an explanation page to read and understand, you should do exactly that. Write all in your notebook.

- For every 5 hours and 20 topics you complete, or after each 10 hours of time in ALEKS, or at certain stage in the course, you will be prompted to take an ALEKS Assessment which can be taken anywhere. **It is imperative that you review, do your best and honestly complete it so your ALEKS pie is updated accurately.**

  **The goal is to learn and retain what you learned.**

- This class allows you access to a team consisting of your instructor, graduating teaching assistants and learning assistants. They are available and dedicated to your learning and success. So, ask for help.

- Please arrive on time and stay for the whole time. During class the teaching assistant or your instructor will review selected topics. There will be a quiz that can be taken in class to track your attendance and participation. This quiz is for grade and called Class Clicker or check.

- Tests are proctored, closed notes, and restricted to designated computers.

  **To be a better test taker:** Attend regularly class, do your assignments on time, use tutoring in the lab, do practice tests, ask questions and don’t wait till last minute to complete any work.

- Although lab hours aren’t required you should visit the lab during open lab hours for tutoring.

- **AT ANY TIME YOUR INSTRUCTOR MAY ASSIGN YOU A PROCTORED NOT FOR GRADE ASSESSMENT TO CONFIRM YOUR PROGRESS IN THE COURSE.**

**STRATEGIES FOR SUCCESS:** For most students, success in College Algebra and using ALEKS requires spending 4-6 hours each week working in the program. For other students, it will require more time. It is essential that you begin work immediately and commit the necessary time each week. Begin by working on the objectives in your “ALEKS Pie”.

  **You are not expected to learn on your own; please always ask for help.**

  *All students are asked to log in daily to both ALEKS and WEBCOURSES accounts to find out about assignments and due dates.*

  **Useful links**

  [https://www.youtube.com/watch?v=gAZsIZIeELA&feature=youtu.be](https://www.youtube.com/watch?v=gAZsIZIeELA&feature=youtu.be)

  [http://mail.cos.ucf.edu/](http://mail.cos.ucf.edu/)

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**Disclaimer**

*The instructor has the right to make some adjustments to syllabus and any adjustment will be announced in class and via email or Webcourses announcements.*