

**MA103 Introductory Algebra  
Chaminade University of Honolulu  
Winter 2020, Evening/Online**

**Instructor Name:** Sheryl Dohm

**Instructor Contact Information (canvas email is best)**

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**Course Information**

College Algebra introduces the concepts of real numbers and their properties, polynomials, factoring polynomials, rational expressions, radicals and exponents, linear equations, linear inequalities, quadratic functions, exponential and logarithmic functions, and the application of algebra (word problems).

**Learning outcomes of the core curriculum: Mathematics**

- Demonstrate an understanding of basic mathematical principles needed to function effectively in our world
- Demonstrate an understanding of basic symbolic reasoning that can be used to describe relationships and patterns found in nature
- Demonstrate an understanding of the mathematical tools necessary for success in their selected major

**Textbooks, Supplementary Materials, Hardware and Software Requirements**

Required Textbooks: Blitzer, Algebra for College Students, 8th ed. Prentice Hall, isbn-9780134180847. The cover of the 8<sup>th</sup> edition is green with a picture of a large purple bottle cap.

Supplementary Materials: A scientific calculator. If you plan to continue your math studies through calculus, you might consider purchasing a graphing calculator, otherwise a scientific calculator will be fine. You will also need graph paper.

**Assessment and Grading**

Testing Procedures: If you look at the Canvas page, you will see there is either a quiz or exam at the end of every week. Quizzes will be 20 points and Exams will be 100 points. The comprehensive final will be 200 points.

Grading Scale: 100-90% = A; 89.9-80% = B; 79.9%-70 = C; 69.9-60% = D; 59.9%-below = F

Final Exam: The comprehensive final exam is required to pass the class. The final will be given during the last week of the semester.

**Assignments and Participation**

Assignments, Quizzes, and Exams: I have designed each week to provide flexibility to accommodate your schedule. Each week we will cover one chapter and you may work at your own pace/schedule for that week. At the end of every week, each quiz and exam will be available for a period of four days: you may take them anytime Friday through Monday. Please note that you will need to take each quiz and exam in one sitting: once you exit the quiz/exam you will not be able to return to it. On average, you can

expect to have about 5-10 minutes per question. The time given per question depends on the magnitude of each question.

Class Participation or Attendance: You need to log on at least three times a week to get assignments and check for announcements. Not logging on for one entire week will result in a lower grade, by one letter. Not logging on for two weeks will result in you being dropped from this course.

Homework: Homework is for you to master the material: it does not need to be turned in. If you are having trouble with a problem, please email me or post in "Homework Help".

Punctuality: If you are in a time zone other than Hawaii Time, please adjust your schedule to assure timely quiz and exam completion.

**Course Ground Rules:** Taking an online class means that you must be a self-motivated and self-regulating learner. This is a fast-paced class: we are covering 15 weeks of material in 10 weeks. It is critical that you complete the quizzes and exams within the assigned period.

### **Guidelines for Communications**

#### Email:

- Use the Canvas email. Email from non-Chaminade accounts will not get a response.
- Always include a subject line.
- Remember without facial expressions some comments may be taken the wrong way. Be careful in wording your emails. Use of emoticons might be helpful in some cases.
- Use standard fonts.

#### Threaded Discussion Groups:

- Review the discussion threads thoroughly before entering the discussion.
- Try to maintain threads by using the "Reply" button rather starting a new topic.
- Do not make insulting or inflammatory statements to other members of the discussion group. Be respectful of other's ideas.
- Be patient and read the comments of others thoroughly before entering your remarks.
- Be cooperative with group leaders in completing assigned tasks.
- Be positive and constructive in group discussions.
- Respond in a thoughtful and timely manner.

**Students With Disabilities:** It is the student's responsibility to self identify with the Director of Personal Counseling in order to receive accommodations. Only those students with appropriate documentation will receive services. Contact the Director of Personal Counseling at (808) 739-4603 or email: [jyasuhar@chaminade.edu](mailto:jyasuhar@chaminade.edu).

**Technical Support:** For technical questions: contact the Chaminade Canvas helpdesk at: [helpdesk@chaminade.Canvas.com](mailto:helpdesk@chaminade.Canvas.com), or call toll free at: (866) 647-0654.

**TITLE IX:** Chaminade University of Honolulu (CUH) recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator. Should you want to speak to a confidential source you may contact the following:

- Chaminade Counseling Center| 808-735-4845
- Any priest serving as a sacramental confessor or any ordained religious leader serving in the sacred confidence role.

**Characteristics of Marianist Education**

- Educate for formation in faith
- Provide an integral quality education
  - Educate in family spirit
- Educate for service, justice and peace
- Educate for adaptation and change