



Happy 2021!

Thank you for choosing IVC! We are so happy to join you in your educational journey.

Basic Course Information

Semester:	Spring 2021	Instructor Name:	Mardjan Shokoufi
Course Title & #:	MATH 098 Foundation of Algebra	Email:	mardjan.shokoufi@imperial.edu
CRN #:	21552	Webpage (optional):	None
Classroom:	None- Online	Office #:	2762 NOTE: for spring IVC will be mostly in online format. So, I will not be physically in my office.
Class Dates:	2/16/2021- 6/10/2021	Office Hours:	MW 10-11, TR 12:30-1:30 Through e-mail and zoom. See Canvas for zoom meeting ID.
Class Days:	None- Online Optional class zoom meet time on Mondays 11-12. E-mail me if interested to meet so I can log into zoom. See Canvas for zoom ID.	Office Phone #:	(760)355-6401 NOTE: for spring IVC will be mostly in online format. So, I will not be physically in my office and will not have access to my office phone.
Class Times:	None- Online	Emergency Contact:	Division secretary: Ms. Silvia Murray silvia.murray@imperial.edu
Units:	6	Class Format:	Online, meet via zoom as needed

Course Description

An introduction to the concepts of Algebra. Topics covered include linear and quadratic equations and their graphs; relations, functions and their graphs; polynomial and rational expressions and equations, logarithmic and exponential expressions and equations, radical expressions and equations. (Nontransferable, AA/AS degree only)

Course Prerequisite(s) and/or Corequisite(s)

Prerequisite: None



Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Demonstrate problem solving strategies by identifying an appropriate method to solve a given problem, correctly set up the problem, perform the appropriate analysis and computation, and share their interpretation of the conclusion or the outcome, using correct grammar or in an oral presentation. This outcome will be assessed through selected exercises on exams throughout the semester. (ILO1, ILO2)

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Simplify polynomial expressions. Include use of factoring and simplifying using rules of exponents.
2. Simplify rational expressions.
3. Simplify radical expressions. Include rationalize the denominator.
4. Solve equations, including polynomial, rational, radical, exponential and logarithmic equations and linear inequalities.
5. Graph linear, quadratic, radical, exponential, and logarithmic equations.

Textbooks & Other Resources or Links

Textbook: Developmental MATH for College Students by Robert Blitzer, 1st edition, 2017;

ISBN: 978-0-13-427-130-9

We will be using MyMathLab component that has e-book, so **no need** to buy the actual book.

MyMathLab need to be purchased. Use canvas link for purchase and access.

Mymathlab course ID: shokoufi16576

We will be using Mymathlab component for assignments, and some tests.

Use **Course ID:** shokoufi16576 to sign up in the course. Follow the steps in “How to Register on Mymathlab” document posted on canvas shell for this course.

Note: you get 7 days of free access, so my expectation is you will **be on Mymathlab from day 1 of the class.**

Your **success** in the class depends on you being ready from day one to study and keep up with the assignments.



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Course Requirements and Instructional Methods

Material needed: computer, Mymathlab course, scanner, or camera to upload your work, paper, pen, pencil, highlighter, stapler, scientific calculator (you may download a free calculator app from various sites)

Course setting:

We will cover chapters 8-18 (skipping chapter 10). The course is set as 8 parts (8 modules). See the attached calendar for all due dates and times.

This course is designed to have you learn facts while gaining an appreciation of the power of Mathematics and getting ready for your future courses in this field. My responsibility is to do my best to be an effective guide, while you are responsible to make a commitment to learning and keeping up with the daily work.

Remember mathematics is learned through active participation.

On daily basis you will have to take notes based on lecture videos posted, read your e-book emphasizing on the formulas and examples stated in the book notes document on canvas. And work on your assignment on mymathlab and discussion on canvas.

On daily basis you need to:

- Use provided lectures and book to study the day's topics and take notes.
- Work on the assignments.
- Know the pre-requisite topics learned in previous courses such as finding common denominator and such or ask me or tutors for help.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a 16-week semester. WASC has adopted a similar requirement.

For this class that means approximately 18 hours of studying, working on assignments and reviewing for the tests per week as this is a 16-week class.

Course Grading Based on Course Objectives

8 Classwork/Homework sets* @ 20 points each	160 (See the attached calendar for dates)
5 Discussions on canvas@ 10 points each	40 (See the attached calendar for dates)
3 Tests @100 points each	300 (See the attached calendar for dates)
Final @ 200 points	200 (See the attached calendar for date)
TOTAL	700

*Each set would consist of 75 to 150 exercises, depending on the material.

Grading Scale: The standard grading scale will be used: 90%=A, 80%= B, 70%=-C, 60%=D, less than 60% will result in the grade of F.

630-700 points = A
560-629 points = B
490-559 points = C
420-489 points = D
0-419 points = F

Extra Credit: 1 discussion will count as extra credit.

Course Policies

Class Rules:

1. Late assignment is **not** accepted.
2. **No** make-up test will be given.
3. Have paper, notebook, pen, pencil, and highlighter, your fully charged computer ready for each class.
4. It is the student's responsibility to drop or officially withdraw from the class.
(See IVC class schedule for dates).
5. It is **your responsibility** to take notes and be aware of deadlines and due dates.
6. Daily work on assignments is expected of all students.

Other Course Information

- **Academic honesty** in the advancement of knowledge requires that all students and instructors **respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property**. There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.
 - **Plagiarism** is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to cite a source correctly, you must ask for help.
 - **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question. Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to IVC General Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following:
 - plagiarism
 - copying or attempting to copy from others during an examination or on an assignment.
 - communicating test information with another person during an examination
 - allowing others to do an assignment or portion of an assignment.
 - using a commercial term paper service.
- **Attendance:** **A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class.** Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See IVC General Catalog for details.
- Regular attendance in all classes is expected of all students. **A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped.** For



online courses, students who fail to complete required activities for **two consecutive weeks** may be considered to have excessive absences and may be dropped.

IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

Anticipated Class Schedule/Calendar

Module	HW on MYMATHLAB Due at 8 a.m.	Covers sections	Discussion and Tests Dates
1	Wednesday February 24	8.1-8.4, 8.7, 9.1-9.3	
2	Wednesday March 10	9.4-9.5, 11.1-11.7	Discussion 1 due on Canvas at 8 a.m.
3	Wednesday March 24	12.1-12.6	Discussion 2 due on Canvas at 8 a.m. Test 1 online
4	Wednesday April 14	13.1-14.1	Discussion 3 due on Canvas at 8 a.m.
5	Wednesday April 28	14.2-15.2	Test 2 online
6	Wednesday May 12	15.3-16.3	Discussion 4 due on Canvas at 8 a.m.
7	Wednesday May 26	16.4-17.5	Discussion 5 due on Canvas at 8 a.m. Test 3 online
8	Wednesday June 9	18.1-18.5	FINAL

Tentative, subject to change without prior notice

Zoom meeting etiquettes: *Since we will be meeting online for office hours, during appointments, or optional class times, then make sure you have a space free of distraction during our meeting times, have your computer charged or charging, have your notebook, pen, pencils, and calculator handy.*

1) Be RESPECTFUL

- a. Your written, verbal, and non-verbal communications should be respectful and focused on the learning topics of the class.

2) Find a QUIET LOCATION & SILENCE YOUR PHONE (if zooming)

- a. People walking around and pets barking can be a distraction.

3) EAT AT A DIFFERENT TIME.

- a. Crunching food or chugging drinks is distracting for others.
- b. Synchronous zoom times are set in advance so reserve meals for outside class meetings.

4) ADJUST YOUR LIGHTING SO THAT OTHERS CAN SEE YOU

- a. It is hard to see you in dim lighting so find a location with light.
- b. If your back is to a bright window, you will be what is called “backlit” and not only is it hard on the eyes (glare), but you look like a silhouette.

5) POSITION THE CAMERA SO THAT YOUR FACE AND EYES ARE SHOWING

- a. If you are using the camera, show your face; it helps others see your non-verbal cues.
- b. You may be at home but meeting in pajamas or shirtless is not appropriate so dress suitably. Comb your hair, clean your teeth, fix your clothes, etc. before your meeting time to show self-respect and respect for others.

6) Be READY TO LEARN AND PAY ATTENTION

- a. Catch up on other emails or other work later.
- b. If you are Zooming, silence your phone and put it away.
- c. If you are in a room with a TV – turn it off.

7) USE YOUR MUTE BUTTON WHEN IN LOUD PLACES OR FOR DISTRACTIONS

- a. Pets barking, children crying, sneezing, coughing, etc. can happen unexpectedly. It’s best if you conference in a private space, but if you can’t find a quiet place, when noises arise **MUTE** your laptop.

8) REMEMBER TO UNMUTE WHEN SPEAKING

- a. Follow your instructor’s directions about using the “**raise hand**” icon or chat function to be recognized and to speak, but make sure you have unmuted your device.
- b. Do not speak when someone else is speaking.

9) REMAIN FOCUSED AND PARTICIPATE IN THE MEETING

- a. Especially when the camera is on YOU, we can all see your actions. Engage in the meeting. Look at the camera. Listen to instruction. Answer questions when asked.
- b. Do not use the Zoom meeting to meet with your peers or put on a “show” for them.

10) PAUSE YOUR VIDEO IF MOVING OR DOING SOMETHING DISTRACTING

Emergencies happen. If you need to leave the room or get up and move about, stop your video.