Instructor Information

- Instructor: Dr. Tammy Muhs
- Office Hours: All office hours will be virtual via Zoom. Please see the table below for days and times of office hours. Appointments are available by request if a student has a time conflict with the posted days and times.
- Phone: Mathematics Department 407-823-6284
- Digital Contact: The official means of communication for the course will be Webcourse messaging. Please do not send messages via email as I keep all messages within their respective Webcourse.

Dr. Muhs' Office Hours

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
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<tbody>
<tr>
<td>Tuesdays</td>
<td>9:00AM - 10:00AM</td>
</tr>
<tr>
<td></td>
<td>11:30AM-1:00PM</td>
</tr>
<tr>
<td>Thursdays</td>
<td>9:00AM - 11:30AM</td>
</tr>
<tr>
<td></td>
<td>or by appointment</td>
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</table>

When attending office hours, you will initially enter the waiting room. If I am with another student, as soon as I am done meeting with that student I will admit you to the office hours room. (You can think of it as waiting in line outside of my brick and mortar office.)

Join Zoom Meeting for Office Hours!  [Click here to join office hours!]

Remember: You need to be signed into Webcourses or use the SSO login with your Webcourse credentials

Graduate Teaching Assistants

- GTA: Abdulla
Course Information

- Term: Fall 2023
- Course Number & Section: MAT1033.0M02
- Course Name: Intermediate Algebra
- Credit Hours: 3 semester credit hours
- Class Meeting Days and Times: Our class meeting times are Tuesdays and Thursdays 10am-11:20am.
- Class Location: Tuesdays-Live Zoom meeting and Thursdays- We will meet in the MALL (MSB241). Here is the link for the MALL policies
- Course Modality: M (Mixed Mode)
- Course Attribute (if applicable): Personalized Adaptive Learning, Live

Enrollment Requirements

Course Prerequisites (if applicable): None
Course Co-requisites (if applicable): None
Other Enrollment Requirements (if applicable): None

Course Description

Intermediate Algebra, MAT1033, is a 3-semester-hour college credit course that may be applied towards a degree as elective credit. Since it is considered a “bridge” course, MAT 1033 cannot be applied towards the 6 hours of general education or Gordon Rule requirements in mathematics. MAT1033 is a prerequisite to MAC 1105, College Algebra and MGF1106 Finite Mathematics.

Course Purpose

The purpose of the course is reinforcement and development of algebra skills needed for further study in mathematics. Topics include operations with polynomials and rational expressions, radicals, rational expressions, rational exponents, linear and quadratic equations, linear inequalities, and applications.

Course Materials and Resources

Required Materials/Resources

- This course requires an access key for use. This can be purchased from the UCF Barnes and Noble campus bookstore or Realizeit. You can use this course until 9/4/2023 for no charge. After this date you must provide a key.

- TI-30XA calculator. (Purchase this specific model of calculator as it is the only model used for this course. You can check one out at the library if you are not able to purchase one for personal use.)
Access to the internet,
You should plan on logging into the WebCourse multiple times each week. In general, you should plan on at least nine hours each week to complete the course content. With that said, the time spent each week will vary with each student based on their prior knowledge.

Optional Materials/Resources

- Schaum's Outline of Intermediate Algebra or any basic intermediate algebra textbook from an online source or the library.
- This course has FREE tutoring available! Please see the Resource announcement in Webcourses or visit Math Success Center

Third-Party Accessibility and Privacy Statements

Listed below are the accessibility and privacy statements for the Realizeit platform used for the course.

Privacy Statement
Accessibility Statement

Student Learning Outcomes

- Students who successfully complete the course will demonstrate the ability to understand the concepts of factoring (Factor monomials from polynomials, factor trinomials, and use the special factoring formulas). Questions which require students to understand the concepts of factoring will be embedded on tests, online learning system assignments, and the final exam. At least 80% of the students answering the selected questions which require students to understand the concepts of factoring will answer the questions correctly.
- Students who successfully complete the course will demonstrate the ability to apply algebra techniques (Simplify algebraic expressions, expressions involving radicals, rational exponents, and absolute values) Questions which require students to apply algebra techniques will be embedded on tests, online learning system assignments, and the final exam. At least 80% of the students answering the selected questions which require students to apply algebra techniques will answer the questions correctly.
- Students who successfully complete the course will demonstrate the ability to apply the order of operations (Recognize the order of operations in algebraic expressions and equations) Questions which require students to apply the order of operations will be embedded on tests, online learning system assignments, and the final exam. At least 80% of the students answering the selected questions which require students to apply order of operations will answer the questions correctly.
- Students who successfully complete the course will demonstrate the ability to add, multiply, and divide polynomials. Questions which require students to add, multiply,
and divide polynomials will be embedded on tests, online learning system assignments, and the final exam. At least 80% of the students answering the selected questions which require students to add, multiply, and divide polynomials will answer the questions correctly.

- Students who successfully complete the course will demonstrate the ability to solve various types of equations and inequalities (linear and quadratic). Questions which require students to solve various types of equations and inequalities will be embedded on tests, online learning system assignments, and the final exam. At least 80% of the students answering the selected questions which require students to solve various types of equations and inequalities will answer the questions correctly.

- Students who successfully complete the course will demonstrate the ability to model and solve real world application problems. Questions which require students to model and solve real world application problems will be embedded on tests, online learning system assignments, and the final exam. At least 80% of the students answering the selected questions which require students to model and solve real world application problems will answer the questions correctly.

Course Activities
Realizeit Learning Assignments

There will be weekly assignments to complete based on learning maps. Within each learning map there are 2-5 lessons. For each lesson, there are sections for you to complete. The different sections include learn, examples, try it, and check of understanding.

- The learn sections will give you the mathematical information necessary for the lesson. There are sometimes multiple learning sections within a lesson. Some of the learning sections will have videos for the learner to watch.
- The examples sections provide the learner with completed examples which often require some interactive input from the learner. The interactive input is included in your assignment grade.
- The try it sections gives the learner opportunities to strengthen their skills by practicing problems. You should always write all necessary steps in your notebook when working through the try it sections. The Try It section is an ideal place for the learner to practice extra problems as in this section, an incorrect answer will not lower your grade. The time spent in the Try It section does contribute to the time requirements for your assignment grade so you are earning credit for your efforts.
- The check of understanding sections can be repeated to improve the learner’s grade. These sections typically have about 5-12 problems and the system will indicate how many attempts the learner has on the check of understanding. The problems are pooled, so when the learner retakes the check of understanding to improve their score, the system will ask the learner similar questions to check the understanding of the concepts. Again, writing notes while working through the
examples and try it sections will help you with the check of understanding sections. In this section, an incorrect answer will lower your grade as it is used to confirm that you have learned and understand the topics.

When you are finished with a learning map, you can complete a practice and/or revise in an effort to improve your understanding and your grade on the objective! The system will show you skills that need to be improved.

RealizeIT Assignment Grades

The grade earned on a RealizeIT Learning Objective is comprised of three components.

- 50% of your grade for each assignment will come from your Knowledge Coverage – this is the proportion of nodes in the objective that you have completed.
- 45% of your grade will be awarded for your Knowledge State – this is how well you are doing across the nodes in the map.
- 5% of your grade will be awarded for your Effort - I would like to see all students make an effort with RealizeIT, spending time learning, reviewing and practicing. For this reason I am going to allot part of the objective grade for time spent on each objective and the number of practice and revision activities completed per assignment. As far as time is concerned, the learner is expected to spend at least 1 hour using RealizeIT for each assignment. For practice and revision activities, the maximum credit will be earned when 5 or more revisions or practices are completed by the learner. (As effort typically results in improved learning, it is possible to earn additional points beyond the 5% for exceptional effort.)
- The grade that is entered into the gradebook is the composite score. This grade is entered into the Webcourse gradebook after the due date.

Quizzes and Class Activities

There will be multiple quiz grades earned during the semester. These quizzes will be completed in the RealizeIT environment. The quizzes can be taken more than once and the highest grade will be the one that is recorded in the gradebook.

Several class activity grades will be earned during the semester. These class activities will be completed in the WebCourse environment. The activities will vary at the discretion of the instructor. For example, the syllabus academic activity quiz will be used as an activity grade. Discussion posts, WebCourse quizzes, and submitted exercises will be used as an activity grade.

The quizzes and activities will be averaged together to count as your quiz/class activity grade.

Assessments (Tests and Final Exam)
There will be three tests and a comprehensive (cumulative) final exam that will be given during the semester. Tests will be proctored in the MALL (MSB241). Students should attend each test and the final exam with the following items:

- Valid UCF Identification Card or state issued identification card
- TI30-XA calculator
- At least one writing utensil (e.g. pencil, pen)

Tests are proctored and password protected. They are completed and submitted through Webcourses in the MALL (MSB 241). Questions on tests and the final exam are a combination of free response, multiple choice, and matching.

Tests and Final Exam Dates

Assessments will be proctored in the MALL (MSB241). You will only be allowed to take your assessment at the scheduled time.

- Test 1: Thursday 10:00am-11:20am, 9/14/2023 in MSB241
- Test 2: Thursday 10:00am-11:20am, 10/12/2023 in MSB241
- Test 3: Thursday 10:00am-11:20am, 11/16/2023 in MSB241
- Final Exam: Tuesday 10:00am-12:50pm, 12/5/2023 in MSB241

Make-up Exams and Assignments

- Personal travel plans, medical reasons, and personal or family emergencies will not typically be valid reasons for taking tests or the final exam at a time different than scheduled.
- Per university policy, you are allowed to submit make-up work (or an equivalent, alternate assignment) for authorized university-sponsored activities or legal obligations (such as jury duty). In any of these cases, please contact me at least one week ahead of your planned absence to notify me of upcoming needs. Providing a copy of appropriate documentation, such as a Program Verification Form or jury summons, is the responsibility of the student. If this participation conflicts with your course assignments, I will offer a reasonable opportunity for you to complete missed assignments and/or exams. The make-up assignment and grading scale will be equivalent to the missed assignment and its grading scale. Special scheduling for missed assignments and/or exams must be arranged one week prior to the assignment window starting date. The make-up assignment will typically be due before the regularly scheduled assignment window.
- It is the practice of the University of Central Florida to reasonably accommodate the religious observances, practices, and beliefs of individuals in regard to admissions, class attendance, and the scheduling of examinations and work assignments. A student who desires to observe a religious holy day of their religious faith that occurs on a testing day must notify their instructor in writing by the tenth business day of the term (no later than Friday 9/1/2023) to be excused from classes to observe the religious holy day. (Please note that documentation may be requested.) Given that
most assignments have a multi-day opportunity to complete, it is unlikely that every
day in the window of opportunity will occur on a religious holy day.

Activity Submissions

Students will submit assignments through Webcourses. (The RealizeIT environment
will be accessed through Webcourses.)

Assessment and Grading Procedures

Your course grade will be calculated using all three options listed below (Option A, Option B, and Option C). The option resulting in the highest course average will be used for the course grade.

Course Grade Weights

<table>
<thead>
<tr>
<th></th>
<th>Option A</th>
<th>Option B</th>
<th>Option C</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RealizeIT Learning Objective</strong></td>
<td>25%</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td><strong>Assignments</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Quiz and class activities grade</strong></td>
<td>15%</td>
<td>15%</td>
<td>15%</td>
</tr>
<tr>
<td><strong>average</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Test 1</strong></td>
<td>15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Test 2</strong></td>
<td>15%</td>
<td><strong>With this option, the average of the highest two tests will be weighted as 40% of the course grade</strong></td>
<td><strong>With this option, scores earned from Test 1, Test 2, and Test 3 are excluded from course average</strong></td>
</tr>
<tr>
<td><strong>Test 3</strong></td>
<td>15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Final</strong></td>
<td>15%</td>
<td>20%</td>
<td>60%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>
Dropped grades: At a minimum, your lowest RealizeIT Learning Objective grade and lowest quiz/activity grade will be dropped prior to calculating your course averages.

Academic Integrity Violation: The penalty for an academic integrity violation will range from a grade of zero on an assignment to a grade of F for the course. If a grade of 0% is given on any assignment due to an academic integrity violation, it will be used to calculate the course grade. (It will not be a "dropped" grade.)

Letter grades will be awarded according to the following grading scale:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Course Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
</tr>
<tr>
<td>B</td>
<td>80–89</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
</tr>
<tr>
<td>NC</td>
<td>69 and below and the NC criteria is satisfied</td>
</tr>
<tr>
<td>F</td>
<td>69 and below and the NC criteria is NOT satisfied</td>
</tr>
</tbody>
</table>

The intent of the NC grade is to encourage struggling students to remain in class and work hard, rather than withdrawing midway through the semester. By completing the course, the student's exposure to all the class material should allow them to perform better when repeating the class. No course credit is given for an NC grade, nor will it satisfy any requirements or subsequent courses' prerequisites. However, the student's UCF grade point average will not be penalized for the NC. The "No-credit" (NC) grade will be given when the student has not earned a passing grade in the course and when the following criteria are met:

- Student does not have any academic integrity violations for the class (course integrity)
- Student must demonstrate a consistent effort in the course in the opinion of the instructor (course completion)
Consult the latest Undergraduate or Graduate catalog for regulations and procedures regarding grading such as Incomplete grades, grade changes, and grade forgiveness.

**Special Opportunity**

This course provides the opportunity to finish early and even transition into College Algebra using the Realizeit system when all requirements are satisfied.

Students who finish Intermediate Algebra on or before Week 6 of the semester with a class average of 80 or better have the option of adding College Algebra (MAC1105) during the same semester. Student must pay the additional fees to the University within one week of being added to the college algebra course or be dropped from the course. If the student is currently taking 18 or more hours the student cannot take advantage of this offer. Once in college algebra it is hoped that the student will self-pace so that the course is finished before the end of finals week, however if the student does not finish the MAC1105 course, the grade given will be an I (incomplete) and the student must finish in spring semester before the end of February. The accelerated MAC1105 course would use Realizeit with no book or access code purchase required. Provided the student successfully completed MAC1105, they would be eligible to enroll in MAC1114, MAC1140, or any other course that requires MAC1105 as a prerequisite for the spring 2024 or any subsequent semester.

**Course Schedule**

There is a complete course schedule is available at [Course Schedule](#).

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**University Services and Resources**

**Academic Services and Resources**

A list of available academic support and learning services is available at [Student Learning and Academic Success](#). Click on "Academic Support and Learning Services" on the right-hand side to filter.

**Non-Academic Services and Resources**

A list of non-academic support and services is also available at [UCF Student Services](#). Click on "Support" on the right-hand side to filter.

If you are a UCF Online student, please consult the [UCF Online Student Guidelines](#) for more information about your access to non-academic services.

**Policy Statements**
Students should familiarize themselves with UCF’s Rules of Conduct. According to Section 1, "Academic Misconduct," students are prohibited from engaging in:

- **Unauthorized assistance**: Using or attempting to use unauthorized materials, information or study aids in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course-related material also constitutes cheating.
- **Communication to another through written, visual, electronic, or oral means**: The presentation of material which has not been studied or learned, but rather was obtained through someone else’s efforts and used as part of an examination, course assignment, or project.
- **Commercial Use of Academic Material**: Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or without the express written permission of the university and the instructor. Course materials include but are not limited to class notes, Instructor’s PowerPoints, course syllabi, tests, quizzes, labs, instruction sheets, homework, study guides, handouts, etc.
- **Falsifying or misrepresenting** the student’s own academic work.
- **Plagiarism**: Using or appropriating another’s work without any indication of the source, thereby attempting to convey the impression that such work is the student’s own.
- **Multiple Submissions**: Submitting the same academic work for credit more than once without the express written permission of the instructor.
- **Helping another violate** academic behavior standards.

For more information about Academic Integrity, students may consult The Center for Academic IntegrityLinks to an external site.. For more information about plagiarism and misuse of sources, see “Defining and Avoiding Plagiarism: The WPA Statement on Best PracticesLinks to an external site.”.

**Responses to Academic Dishonesty, Plagiarism, or Cheating**

Students should also familiarize themselves with the procedures for academic misconduct in UCF’s student handbook, The Golden Rule. UCF faculty members have a responsibility for students’ education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to academic misconduct. Penalties can include a failing grade in an assignment or in the course, suspension or expulsion from the university, and/or a "Z Designation" on a student’s official transcript indicating academic dishonesty, where the final grade for this course will be preceded by the letter Z. For more information about the Z Designation, see UCF's Golden Rule Z Designation.

Unauthorized Use of Websites and Internet Resources
There are many websites claiming to offer study aids to students, but in using such websites, students could find themselves in violation of academic conduct guidelines. These websites include (but are not limited to) Quizlet, Course Hero, Chegg Study, and Clutch Prep. UCF does not endorse the use of these products in an unethical manner, which could lead to a violation of our University’s Rules of Conduct. They encourage students to upload course materials, such as test questions, individual assignments, and examples of graded material. Such materials are the intellectual property of instructors, the university, or publishers and may not be distributed without prior authorization. Students who engage in such activity could be found in violation of academic conduct standards and could face course and/or University penalties. Please let me know if you are uncertain about the use of a website so I can determine its legitimacy.

Unauthorized Use of Technology for Graded Work

If you were in a classroom setting taking a quiz, would you ask the student sitting next to you for an answer to a quiz or test question? The answer should be no. This also applies to graded homework, quizzes, tests, etc.

Students are not allowed to use GroupMe, WhatsApp, or any other form of technology to exchange course material associated with a graded assignment, quiz, test, etc. when opened on Webcourses.

The completion of graded work in an online course should be considered a formal process: Just because you are not in a formal classroom setting being proctored while taking a quiz or test does not mean that the completion of graded work in an online course should not be treated with integrity.

The following is not all inclusive of what is considered academic misconduct. These examples show how the use of technology can be considered academic misconduct and could result in the same penalties as cheating in a face-to-face class:

- Taking a screen shot of an online quiz or test question, posting it to GroupMe or WhatsApp, and asking for assistance is considered academic misconduct.
- Answering an online quiz or test question posted to GroupMe or WhatsApp is considered academic misconduct. Giving advice, assistance, or suggestions on how to complete a question associated with an online assignment, quiz, or test is considered academic misconduct.
- The use of outside assistance from another student or by searching the internet, Googling for answers, use of websites such as Quizlet, Course Hero, Chegg Study, etc. is considered academic misconduct.
- Gathering to take an online quiz or test with others and sharing answers in the process is considered academic misconduct.

If a student or group of students are found to be exchanging material associated with a graded assignment, quiz, or test through any form of technology (GroupMe, WhatsApp, etc.), or use outside assistance (Googling answers, use of websites such as Quizlet,
Course Hero, Chegg Study, etc.), they could receive anywhere from a zero grade on the exercise to an “F” in the course depending on the act.

Course Accessibility Statement

The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need specific access in this course, such as accommodations, should contact the professor as soon as possible to discuss various access options. Students should also connect with Student Accessibility Services (Ferrell Commons, 7F, Room 185, sas@ucf.edu, phone (407) 823-2371). Through Student Accessibility Services, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential access and accommodations that might be reasonable.

Campus Safety Statement

Emergencies on campus are rare, but if one should arise during class, everyone needs to work together. Students should be aware of their surroundings and familiar with some basic safety and security concepts.

- In case of an emergency, dial 911 for assistance.
- Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Students should make a note of the guide’s physical location and review the online version at UCF Emergency Guide.
- Students should know the evacuation routes from each of their classrooms and have a plan for finding safety in case of an emergency.
- If there is a medical emergency during class, students may need to access a first-aid kit or AED (Automated External Defibrillator). To learn where those are located, see the AED Locations Page.
- To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to myUCF and logging in. Click on “Student Self Service” located on the left side of the screen in the toolbar, scroll down to the blue “Personal Information” heading on the Student Center screen, click on “UCF Alert”, fill out the information, including e-mail address, cell phone number, and cell phone provider, click “Apply” to save the changes, and then click “OK.”
- Students with special needs related to emergency situations should speak with their instructors outside of class.
- To learn about how to manage an active-shooter situation on campus or elsewhere, consider viewing this video You CAN Survive an Active Shooter

Deployed Active Duty Military Students

Students who are deployed active duty military and/or National Guard personnel and require accommodation should contact their instructors as soon as possible after the semester begins and/or after they receive notification of deployment to make related arrangements.
Copyright

This course may contain copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only. All copyright materials are credited to the copyright holder.

Third-Party Software and FERPA

During this course you might have the opportunity to use public online services and/or software applications sometimes called third-party software such as a blog or wiki. While some of these could be required assignments, you need not make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates. Where appropriate you may use a pseudonym or nickname. Some written assignments posted publicly may require personal reflection/comments, but the assignments will not require you to disclose any personally identity-sensitive information. If you have any concerns about this, please contact your instructor.

Title IX

Title IX prohibits sex discrimination, including sexual misconduct, sexual violence, sexual harassment, and retaliation. If you or someone you know has been harassed or assaulted, you can find resources available to support the victim, including confidential resources and information concerning reporting options at UCF Let's Be Clear and UCF Cares.