

**MTH111 College Algebra, Online  
Orientation and Syllabus  
Winter Term 2012**

What you need to do by the end of Monday January 9:

1. **Have regular computer access.** To be successful in online classes you will need to be able to access the Internet and check e-mail frequently. A slow internet connection will make this a frustrating experience. There are computers available at the various LBCC campuses for your use, if you intend to use these you will need to be willing to spend time on campus on a regular basis. This class will require 10-20 hours a week of your time, much of that will be online.
2. **Have an email address.** You are required to have a working e-mail address to take an online course; e-mail will be the main way for me to communicate with you. Please check your e-mail often, at least 5-6 times per week. You may use your personal e-mail address but you need to let me know, otherwise I will use your LBCC account: `firstname.lastname.xxxx@mail.linnbenton.edu`.
3. **Purchase your textbook/e-book/access code.** Text: College Algebra, 7<sup>th</sup> ed. Author: Aufmann, Barker, Nation, Publisher: Brooks Cole/Cengage. New textbooks will come with a WebAssign Access Code. If you purchase a textbook without a viable Access Code you will need to purchase one separately. Many students have been happy using just the e-book that comes with the Access Code and did not use their printed book.
4. **Get your Access Code and Log into Software.** See instructions on next page. We will be using the WebAccess courseware for this class. We will **not** be using the LBCC Moodle site. If you do not yet have an Access Code you will be able to set up an account and use it for 2 weeks, that way you will be able to get started in the class even if you need to wait to purchase your class materials.
5. **Select a Testing Site.** E-mail the Instructor at [MTH111@LinnBenton.edu](mailto:MTH111@LinnBenton.edu) by the end of the first week with what testing site you will be using. If you are using a proctored testing site other than one of the LBCC campuses we will need to make appropriate arrangements. (See section on **Testing**.)
6. **Other.** Students who have any emergency medical information the instructor should know of, who need special arrangements in the event of evacuation, or students with documented disabilities who may need accommodations, should make an appointment with the instructor as early as possible, no later than the first week of the term. If additional assistance is required the student should contact the Office of Disability Services (ODS) 917-4789.

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws.

## Enrolling in the Class Software: WebAssign

### Enrolling in the Class Software: WebAssign

1 Go to [www.webassign.net](http://www.webassign.net).

2 Username: Use your student ID

3 Institution: linnbenton

4 Password: changeme

5 Once you are in, click on My Options in the upper right hand corner, enter your e-mail address and change your password. You will be prompted to enter the access code that came with your book.

## Logging In

Your login information consists of your username: **student ID**, institution code: **linnbenton**, and password.

## Purchasing WebAssign Access

You are granted access to your class without payment during a 14-day grace period from the class start date.

To pay for WebAssign access to a class, you can:

- Use the WebAssign access code card included with your new textbook.
- Purchase WebAssign access code cards at many campus bookstores.
- Purchase access online with a credit card or with a check and a valid PayPal account.

## Entering Access Codes

**Important:** To confirm that your access code card prefix is valid for your class before you open it, or to look up the access code card prefix you need for your class, go to [www.webassign.net/user\\_support/student/cards.html](http://www.webassign.net/user_support/student/cards.html).

1 Log in to WebAssign and select your class.

2 Select **enter an access code**.

3 Select your access code prefix from the **Choose your access code prefix** list.

4 Enter your access code in the boxes and click **Continue**.

**MTH 111, College Algebra Online  
Winter Term 2012**

**INSTRUCTOR CONTACT INFORMATION**

**Instructor:** Mary Campbell

**Office:** LBCC Benton Center (Corvallis) BC101

**Office Hours:** Monday & Wednesday 9-9:50 or Tuesday 8 to 8:50 or by appointment. Drop by; I would like to meet you!

**Phone:** (541) 757-8944 x5113

**email:** MTH111@LinnBenton.edu

**Course Software:** [www.webassign.net](http://www.webassign.net)

**ORIENTATION:** There is no formal face-to-face orientation for this class. However, I really appreciate any face-to-face meetings. Please stop by my office if you are around the Benton Center campus. I am in my office in Corvallis much more than just the scheduled office hours and am happy to make appointments. I also go to the Albany campus on most Thursdays.

**REQUIRED COURSE MATERIALS:**

1. Text/e-book: College Algebra, 7<sup>th</sup> ed. Author: Aufmann, Barker, Nation, Publisher: Brooks/Cole/Cengage
2. Personal WebAssign account
3. Calculator with graphing capabilities. Rental calculators are available in Albany, Corvallis, Lebanon and Sweet Home for \$25 per term. Check with the testing area of that campus for more complete rental information. **You will need to be comfortable using the graphing capabilities on a calculator.** All tests will be taken using a calculator.
4. Regular access to the Internet and to e-mail. I expect you to be using both the web page site and e-mail several times a week.
5. Recommended: 3-ring binder, filler paper, flash drive, pencils and erasers, graph paper, post-its, highlighters, etc.

**Homework (completed online in WebAssign)**

Homework is how you learn to do the math. It is not enough to do the reading and decide whether you understand it. To be successful on the tests you need to practice! Even though you will not turn in your hand written work, it is expected that you will complete all assigned homework. Bring your completed homework along with you when you ask questions at the Math Desk or at my office.

When you write up your homework you should:

- Clearly state the problem, list the given information, and clearly state the answer, showing the appropriate units (inches, square feet, etc.) if applicable.
- Show all major steps involved in solving problems.
- All word problems should have complete sentences for the final answer.

There are a series of online homework sets using the WebAssign courseware. Each set of graded homework will have a due date (listed online). These will be worth about 20% of your grade, and I will drop your 4 lowest scores (or missing scores) at the end of the term.

**Activity Reports:** The activities in MTH 111 can be done alone, but it's more fun and you learn from each other when you work with a partner. You are welcome to get together in pairs or groups through the online forums, or to meet in person. If you do work in a group, you may turn in one activity report for the group.

You will be required to find data sets for some of the activities; you may use web sites, data from your work, collect your own data by running an experiment, etc. You will need to document the source of your data set. All Activities must be written in report form. Begin each report with a statement of the problem to be investigated and end with a concluding paragraph. Correct spelling and grammar are important. If you have any questions about the form your report should take, please ask.

Specific instructions for each activity will be posted on the website.

**Testing:** There are three tests and one comprehensive final exam. These will be paper-and-pencil tests where you **show your work**. You may use a calculator on the tests. These tests will be taken **at a proctored testing site mutually agreed upon at the beginning of the term**. You must notify me as to where you will be testing, and any changes to that must be done prior to one week before the test begins. You will have a 2 day window to take each test and the final exam. If you fail to take a test you will receive a zero on that test. If there is some reason that you will have difficulty taking a test in time, you need to contact me before hand so we can make appropriate arrangements. Make sure you know the hours of your chosen testing site. LBCC options include: (for all the below, no appointments are needed)

**Albany Learning Center WH-226**

Monday & Wednesday 7:30 a.m. to 7 p.m., Tuesday & Thursday 7:30 a.m. to 9 p.m., Friday 7:30 a.m. to 4 p.m.  
(Tests must be started at least 1 hour before closing)

**Benton Center Learning and Career Center BC-222**

Hours are Monday through Thursday 9 am – 8 pm, Friday 9 am – 4 pm.  
(Tests must be started at least 1 hour before closing)

**Lebanon Learning Center LC 202**

Hours are Monday through Thursday 4:30 pm – 8:30 pm  
(Tests must be started at least 1 hour before closing)

**Sweet Home Center Math Lab SHC 102**

Hours are Tuesday & Thursday 5:30 pm – 8:30 pm. (Tests must be started at least 1 hour before closing)

Other possible off-campus options would be another college proctored by an instructor or staff person, a library, or a government agency. Remember, you must let me know where you will be testing by the end of week 1 at the latest. If you will be using an off-campus site, please let me know right away, so we can start making arrangements.

**Being Successful and Getting Help:** There is help and support available—do not hesitate to seek it out when you have difficulty in the class. It is essential to your success in this course that you keep up and do the homework on a regular basis. It is very difficult to be successful in a Math class if you fall behind. You will need to plan on spending around 10-15 hours each week on this course.

An online class does **not** take less time than a lecture class, what you will have is flexibility as to **when** you will work on the class—late at night, on the weekend, or when the kids take a nap. But that flexibility can cause problems, such as suddenly realizing you are a week behind and the test is at the end of the week. Pay attention to the due dates!

**On Campus Help:** Come by for my office hours if you are in Corvallis, in addition there is drop-in math help at each LBCC site, as well as tutoring by appointment. Hours and Locations:

**Albany Learning Center** WH-226

Monday & Wednesday 7:30 a.m. to 7 p.m., Tuesday & Thursday 7:30 a.m. to 9 p.m.,

Friday 7:30 a.m. to 4 p.m.

**Benton Center Learning Center Annex/Math Desk** BC232

Monday through Thursday 12 noon to 4 p.m. and 6 p.m. to 9 p.m.

**Lebanon Learning Center Math Lab** LC 202

Hours are Monday through Thursday 4:30 pm – 8:30 pm.

**Sweet Home Center Math Lab** SHC 102

Hours are Tuesday & Thursday 5:30 pm – 8:30 pm.

**Winter 2012 MTH 111 Grade Sheet—Keep track of your scores here**

Activity Reports (Best 2)	Tests	Homework (Best 25)		
Activity 1 Report _____/25	Test 1 _____/100	HW _____/4	HW _____/4	HW _____/4
Activity 2 Report _____/25	Test 2 _____/100	HW _____/4	HW _____/4	HW _____/4
Activity 3 Report _____/25	Test 3 _____/100	HW _____/4	HW _____/4	HW _____/4
	Final _____/100	HW _____/4	HW _____/4	HW _____/4
Bonus Points:		HW _____/4	HW _____/4	HW _____/4
		HW _____/4	HW _____/4	HW _____/4
		HW _____/4	HW _____/4	HW _____/4
		HW _____/4	HW _____/4	HW _____/4
		HW _____/4	HW _____/4	HW _____/4
		HW _____/4		

<b>Activity Report Total:</b>	
<b>Test Total:</b>	
<b>Homework Total:</b>	
<b>Bonus Points:</b>	
<b>Total Points:</b>	

out of 550 = \_\_\_\_\_%

**Grading Scale:** A 90 – 100%, B 80 – 89%, C 70 – 79%, D 60 – 69%, F Below 60%

## Winter 2012 MTH 111

### Tentative Schedule

**(Expect changes, but I will try to stay with the posted test dates!)**

	Monday	Tues	Wednesday	Thurs	Friday
1	1/9 Log into WebAssign, e-mail Instructor and get started!	1/10	1/11 <b>HW Due: 1.1, 1.2</b>	1/12	1/13 <b>HW Due: 1.3, 1.4 part 1</b>
2	1/16 <b>HW Due: 1.4, part 2</b> <i>LBCC Closed</i>	1/17	1/18 <b>HW Due: 1.5, 2.1</b>	1/19	1/20 <b>HW Due: 2.2, 2.3</b> <b>Last Day for Refund</b>
3	1/23 <b>HW Due: 2.4, 2.5</b>	1/24	1/25 <b>HW Due: 2.6, 2.7</b>	1/26	1/27 <i>(Review for Test 1)</i>
4	1/30 or 1/31 <b>Test 1</b> <b>(taken at arranged testing site)</b>		2/1 Activity 1 Due	2/2	2/3 <b>HW Due: 4.1, 4.2</b>
5	2/6 <b>HW Due: 4.3, 4.4</b>	2/7	2/8 <b>HW Due: 4.5, 4.6</b>	2/9	2/10 <b>HW Due: 4.7</b>
6	2/13 <i>(Review for Test 2)</i>	2/14 or 2/15 <b>Test 2</b> <b>(taken at arranged testing site)</b>		2/16	2/17 <b>HW Due: 3.1</b> Activity 2 Due
7	2/20 <b>HW Due: 3.2</b> <i>LBCC Closed</i>	2/21	2/22 <b>HW Due: 3.3</b>	2/23	2/24 <b>HW Due: 3.4</b>  <b>Last Day to Drop</b>
8	2/27 <b>HW Due: 3.5</b>	2/28	2/29 <i>(Review Test 3)</i> Activity 3 Due	3/1	3/2 (or 3/5) <b>Test 3</b> <b>(at test site)</b>
9	(3/2 or) 3/5 <b>Test 3</b> <b>(at test site)</b>	3/6	3/7	3/8	3/9 <b>HW Due: 6.1, 6.2</b>
10	3/12 <b>HW Due: 6.3, 7.1</b>	3/13	3/14 <b>HW Due: 7.2, 7.3</b>	3/15	3/16 <i>(Review for Final)</i>
11	3/19 or 3/20 <b>Final Exam</b> <b>(at test site)</b>		3/21		