

# MATH 200

## Fundamental Concepts of Algebra

### Section EC

### Winter 2019

This syllabus is subject to change and any changes will be posted in the Announcements section of your eConcordia portal.

**Disclaimer:** In the event of extraordinary circumstances beyond the University's control, the content and/or evaluation scheme in this course is subject to change.

## About the Course

### *About the Course*

This is a course offered by the Department of Mathematics and Statistics.

It is intended to give students an introduction to the fundamentals of algebra. The course is divided into twelve (12) lessons. The topics covered in each lesson are listed in the Agenda at the end of this course outline.

*NOTE: Students who have received credit or exemption for a course at the level of MATH 201 or above may not take this course for credit.*

*NOTE: Students in programs leading to the BSc degree or the BA programs in Mathematics and Statistics may not take this course for credit to be applied to their program of concentration.*

### *Instructor and Teaching Assistants (TA)*

**Instructor:** David Pearce

**Instructor Contact Information:** math200@econcordia.com

This email address allows you to contact the instructor directly if you have any questions or concerns about the general nature of the course, or if there is a delay in hearing back from your TA.

**Teaching Assistant (TA) Contact Information:** available on your eConcordia home page.

Due to the large number of students enrolled in this course, you will be assigned a Teaching Assistant (TA). Their contact info (email address) will be posted on your eConcordia homepage.

Your TA is your first point of contact for discussing the mathematical content of the course. Questions about the content of the lessons should be posted in the appropriate folder on the Discussion Board (see **Discussion Board** below). **Questions about the quizzes and midterm should be sent to your TA by email.**

**DO NOT POST QUESTIONS ABOUT THE QUIZZES OR MIDTERM TEST ON THE DISCUSSION BOARD.** Doing so is considered cheating and a violation of the University's Academic Code of Conduct (see **Important Information – Academic Integrity** below). Students who share information about quizzes or the midterm on the discussion board – or by any other means – may be subject to academic discipline.

Allow for a 24-hour response time during the week (Monday-Friday). Teaching Assistants check their messages once over the 48 hour weekend period and are not available on statutory or university holidays.

Include your full name and student ID in email messages to the instructor or TA. This will enable us to easily identify you on the class list and grade sheet and promptly reply to your questions.

### ***Course Description***

This course teaches the fundamental concepts of algebra including: performing arithmetic operations with algebraic expressions, simplifying algebraic expressions, factoring algebraic expressions, solving linear and quadratic equations, solving linear inequalities, graphing equations in two variables, solving systems of linear equations in two variables, simplifying rational expressions, and solving rational equations.

The course is divided into twelve (12) lessons. The topics covered in each lesson are listed in the Agenda at the end of this course outline.

### ***Course Material***

There is no Moodle page for this course. The entire course content is available only on eConcordia.

The course is made up of 12 lessons which can all be found by clicking on the **Course Website** link on the eConcordia home page. Lesson 13 contains videos on remedial material, and will not be covered on the final exam.

Each lesson contains lecture videos (one for each topic of the course) that are meant to simulate a class lecture. There are also videos that show you how to solve additional example problems. The videos cannot be downloaded or viewed offline.

At the end of each lesson there is a 10-question self-assessment for you to practice that lesson's content. The self-assessments can be attempted as often as necessary. Detailed solutions are provided for every question.

Additional practice problems and external resources for each lesson will be posted on the Discussion Board regularly throughout the term.

The lessons conclude with a 10-question quiz which can only be attempted once. The quizzes count towards your final grade. More details are provided below (see **Assessments** below).

### ***Textbook***

There is no required textbook for this course. Suggested reading material and additional resources will be posted in the Announcements and on the Discussion Board throughout the term.

### **Access to the Course Website**

Your eConcordia account will be valid until the end of the term for which you are registered. Your account will allow you to access the online course material, which includes videos, self-assessments the discussion board, all graded assessments, useful links, readings and additional resources from the course website for the duration of the term.

### **Announcements**

The Announcements section of the course website is our means of communicating important changes and updates to you on a regular basis. Please ensure that you keep up to date by reading the postings on a weekly basis. The announcements are found right in the centre of your eConcordia homepage.

### **Discussion Board**

Questions about specific course content should be posted in the appropriate lesson folder on the discussion board, which is accessible from the **Discussion Board** link on your eConcordia homepage.

Posting on the discussion board is like raising your hand in class. You can ask for clarification or guidance on solving a problem. The TA's are responsible for answering your questions; the instructor will monitor and moderate discussions.

Students are welcome and encouraged to answer their classmates' questions as well.

**DO NOT POST QUESTIONS FROM THE QUIZZES OR MIDTERM TEST ON THE DISCUSSION BOARD.** Doing so is considered cheating and a violation of the University's Academic Code of Conduct (see **Important Information – Academic Integrity** below). Students who share information about quizzes or the midterm on the discussion board – or by any other means – may be subject to academic discipline.

**DO NOT POST YOUR STUDENT ID ON THE DISCUSSION BOARD.**

## **Assessments**

### **Breakdown of Marks**

<b>Quizzes</b> (online, one for each of the 12 lessons) Can be done at any time*, but can only be attempted <b>once</b> Only the <b>best 10 out of 12</b> quizzes will count towards your final grade	10%
<b>Midterm</b> (online, covering Lessons 1 - 5)	20%
<b>Final Exam</b> (on campus; will cover Lessons 1 - 12) Date, time and location will be posted in your <b>MyConcordia portal</b>	70%

\* see **Description of Graded Assessments – Quizzes for exceptions**

## **Description of Graded Assessments**

### **Quizzes**

Each lesson's quiz will contain 10 questions randomly selected from a question bank with different levels of difficulty (equally chosen from easy, medium, and challenging questions). The questions will either be multiple-choice, or "fill-in-the-blanks". The multiple-choice questions may have more than one correct answer.

Before you start each quiz, you will be shown a page containing the instructions. Read them carefully. These instructions include the following important points:

(1) If you want to skip (or postpone) answering a question, you can either:

(a) Enter a blank answer and press "submit" (you will then be asked if you want to postpone the question), or

(b) Use the drop-down menu in the top left corner of the window to select any question that you'd like

(2) You can only **review each quiz once** after you have finished writing it. When you close the quiz window, you will no longer be allowed to review the quiz. So if you want to review any questions later, write them down before exiting the quiz.

When you finish each quiz, print the results to confirm your grade.

Only the results of your **best 10 of the 12** quizzes will count toward your final grade.

**There will be no accepted reason for missing a quiz.** For example, if you were sick or if your computer crashed - that will be considered one of the two quizzes that will not be counted toward your final grade. So complete every quiz! A doctor's note will not be considered as a reason for missing a quiz because the two lowest graded quizzes will not be counted anyway.

Access to the quizzes for **lessons 1 through 5** will be open from the beginning of the term, and will **close at midnight the day before the Midterm.**

Access to the quizzes for **lessons 6 through 12** will only be **open the day after the Midterm**, and will **close at midnight the last day of class.**

**DO NOT TAKE THE QUIZZES ON A MOBILE DEVICE (cell phone or tablet).** Use a computer or laptop (see **Important Information – Technical Requirements** below).

### **Midterm**

The midterm will contain 10 multiple-choice questions on the content of lessons 1 to 5 only. The questions may have more than one correct answer.

The midterm is accessible any time between 12:01 am and 11:59 pm on **Wednesday March 6, 2019**. Once you begin, you must complete the midterm in **1 hour and 30 minutes**, regardless of what time you start. If you leave or close the website before completing the midterm you will not be able to reactivate the exam and will receive a grade of zero. Do not refresh your web browser or log out of the website at any time during the midterm.

When you begin the test, a timer will begin to count down. Once activated, you will have to complete the exam in the allotted time.

Only a medical note clearly stating the reason for absence may be accepted as an excuse for missing the midterm. In such a case, the final exam will count for 90% of the final grade.

**DO NOT TAKE THE MIDTERM ON A MOBILE DEVICE (cell phone or tablet).** Use a computer or laptop (see **Important Information – Technical Requirements** below).

### **Final Exam**

The final exam is written on campus with pencil or pen, not online.

**To pass this course, you need to receive a grade of at least 50% on the final exam.**

The date and time of the final exam is announced by the University on the MyConcordia portal, typically by mid-March. Please note that **travel conflicts are never accommodated** so it is strongly advised that you **wait to make any travel plans** until the date and time of the final exam are released.

You must bring your student ID card to enter the final exam room.

**Memory aids and cheat sheets are not permitted for any 200-level mathematics course.**

Only calculators approved by the Mathematics Department (with a sticker attached as a proof of approval), such as the **Sharp EL 531** or the **Casio FX 300MS** (available at the Concordia Bookstore) will be permitted for the final examination. If your calculator does not have the "**ENCS**" sticker on it, it will be taken away from you during the final exam.

For the complete list of approved calculators, the list of non-approved calculators, and to find out how to get a sticker for your calculator, read the information at the following link: <http://www.concordia.ca/artsci/math-stats/services.html#calculators>

### ***Grades***

It is your responsibility to ensure your quiz and midterm results were properly captured by eConcordia, and to contact the instructor via e-mail for clarification if you have any questions concerning your grades.

It is recommended that you print your quiz and midterm results to confirm that the correct grade was recorded by eConcordia.

Your final letter grade for the course will be posted in your MyConcordia Portal at the end of the term.

### ***Grade Distribution***

<b>Letter Grade</b>	<b>Percentage (%)</b>	<b>Letter Grade</b>	<b>Percentage (%)</b>
A+	90 to 100	C	64 to 66
A	85 to 89	C-	60 to 63
A-	80 to 84	D+	57 to 59
B+	77 to 79	D	54 to 56
B	74 to 76	D-	50 to 53
B-	70 to 73	F	Less than 50
C+	67 to 69		

## Technical Help and Support

### *eConcordia HelpDesk*

If you experience any technical problems with the website (including videos not playing, quiz or midterm questions not loading properly, etc.) contact the **eConcordia HelpDesk** immediately:

**E-mail:** [helpdesk@econcordia.com](mailto:helpdesk@econcordia.com)

**Phone:** (514) 848-8770, open Monday to Friday from 9:00 am to 5:00 pm Eastern time.

The necessary technical requirements to ensure that the course website works properly can be found here: [Technical Requirements](#). The recommend web browsers are Google Chrome and Mozilla Firefox on PC, and Safari and Google Chrome on Mac devices. An up-to-date Adobe Flash Player is also necessary.

**DO NOT USE A MOBILE DEVICE (CELL PHONE OR TABLET) FOR THE QUIZZES OR MIDTERM.**

### Important Information

Topic	Link
Academic Integrity	<a href="#">Academic Integrity</a>
Academic Integrity Quiz	<a href="#">How to take the quiz</a>
Access Centre for Students with Disabilities	<a href="#">ACSD</a>
Concordia Library Citation & Style Guides	<a href="#">Citing - Help &amp; How-to</a>
Course Communication Tools	<a href="#">Communication</a>
eConcordia Policies	<a href="#">Policies</a>
Final Exams Information	<a href="#">Final Exams</a>
Helpdesk/Support	<a href="#">FAQ</a>
Refunds	<a href="#">Refunds</a>
Technical Requirements	<a href="#">Technical Requirements</a>
Tips for Studying Online	<a href="#">Studying Tips</a>

# MATH 200 - Fundamental Concepts of Algebra

## Agenda

### Winter 2019

All deadlines indicated are on the due date listed by 11:59 p.m. unless otherwise indicated.

<b>Week 1: January 7 - January 13</b>	
	Read Course Outline
	Watch About This Course Video
	Lesson 13: Remedial Lessons (if necessary)
<b>January 07</b>	<b>Discussion Board opens at 2 PM</b>
	Lesson 1: Fundamental Operations with Algebraic Expressions
<b>Week 2: January 14 - January 20</b>	
	Lesson 1: Fundamental Operations with Algebraic Expressions (Continued)
<b>Week 3: January 21 - January 27</b>	
<b>January 21</b>	<b>Last day to add or swap courses in this term</b>
<b>January 21</b>	<b>DNE Date: Academic withdrawal deadline (with tuition refund)</b>
	Lesson 2: Linear Equations
<b>Week 4: January 28 - February 3</b>	
	Lesson 3: Formulae and Linear Equations in Two Variables
<b>Week 5: February 4 - February 10</b>	
	Lesson 4: Graphing Linear Equations in Two Variables
<b>Week 6: February 11 - February 17</b>	
	Lesson 5: Linear Inequalities
<b>Week 7: February 18 - February 24</b>	
	Lesson 6: Systems of Linear Equations
<b>February 20</b>	<b>Adobe Connect Review Session</b>
<b>Mid-Term Break: February 25 - March 3</b>	
<b>February 25</b>	<b>Mid-term break begins</b>
<b>March 01</b>	<b>President's Holiday - University closed</b>
<b>March 03</b>	<b>Mid-term break ends</b>

<b>Week 8: March 4 - March 10</b>	
	Lesson 7: Percentages, Ratios and Other Problems
<b>March 05</b>	<b>Quizzes for lessons 1 through 5 CLOSE at 11:59 pm</b>
<b>March 06</b>	<b>Midterm exam – Open from 12:01 am until 11:59 pm</b>
<b>March 07</b>	<b>Quizzes for lessons 6 through 12 OPEN at 12:01 am</b>
<b>Week 9: March 11 - March 17</b>	
	Lesson 8: Factoring Algebraic Expressions
<b>Week 10: March 18 - March 24</b>	
<b>March 18</b>	<b>DISC Date: Academic withdrawal deadline from winter-term courses. (Without tuition refund)</b>
	Lesson 9: Exponents and Radicals
<b>Week 11: March 25 - March 31</b>	
	Lesson 10: Quadratic Equations
<b>Week 12: April 1 - April 7</b>	
<b>April 02</b>	<b>Course Evaluation released</b>
<b>April 06</b>	<b>Last day for instructor-scheduled tests or examinations</b>
	Lesson 11: Rational Expressions
<b>Week 13: April 8 - April 13</b>	
	Lesson 12: Rational Equations
	<b>REVIEW COURSE MATERIAL</b>
<b>April 10</b>	<b>Adobe Connect Review Session</b>
<b>April 13</b>	<b>Deadline to complete the course evaluation</b>
<b>April 13</b>	<b>Last day of classes</b>
<b>Examinations Period: April 16 - May 5</b>	
<b>April 19</b>	<b>University closed</b>
<b>April 20</b>	<b>University closed</b>
<b>April 21</b>	<b>University closed</b>
<b>April 22</b>	<b>University closed</b>
	<b>Final Exam date, time and location is posted on your MyConcordia Portal</b>