



STUDENT GUIDE

COURSE TITLE: MATHCE 255 College Preparation Algebra

SECTION #: 81021

INSTRUCTOR: Elaine Pham (Pronounce: she/her/hers)

CONTACT: Pham_elaine@SCcollege.edu

Office phone: (714) 628-5986

Preferred communication method: **Canvas INBOX**



OFFICE HOURS: By appointment only. You can make appointment to see me in person or through **Canvas Chat** or **Conferences** features.

COURSE DESCRIPTION: This course offers an introduction to basic algebra concepts, math vocabulary, algebraic operations, solutions and applications of first and second-degree equations, geometric concepts, graphs, inequalities, exponents, polynomials, rational expressions, and equations.

RECOMMENDED PREPARATION: None, but Math Fundamentals 2 or MathCE 206 College Preparation Essential Math is recommended.

STUDENT LEARNING OUTCOMES:

Upon successful completion of this course, students will be able to:

1. Perform algebraic operations on polynomials.
2. Solve linear equations and apply the relationship between solutions of linear equations in two variables and their graphs.
3. Evaluate and perform algebraic operations on rational and radical expressions.
4. Solve word problems and equations involving quadratic and rational expressions using appropriate algebraic techniques.

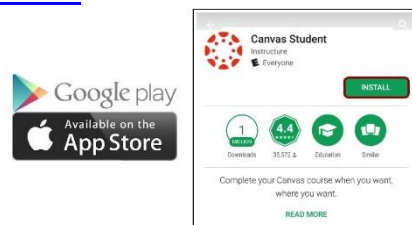
COLLEGE MATH PREPARATION: This course prepares students for the college credit Math 080 Intermediate Algebra or Math 086 Intermediate Algebra for Statistics.

APPROVED COURSE HS CREDIT: 10 credits

COURSE MATERIALS/TEXT:

1. **Textbook:** Introductory Algebra Student Media Workbook by Frausto & Pham is available for free to download in [CANVAS](#).
2. **CANVAS:** all of your course materials will be housed in [CANVAS](#).
 - Go to <https://sccollege.edu/Canvas>
 - **Student username:** your Webadvisor ID
 - **Password:** your Webadvisor password
 - Download the Canvas Student app for convenient access to your course (Some features might be not available in the app)
 - For in-person Canvas support lab, see the attached flyer for hours and location.
3. **Scientific calculator (No graphing calculators allowed)**

One of the most popular scientific calculators is “Texas Instruments TI-30X IIS 2-Line Scientific Calculator”
4. **Basic school supplies:** 3-inch-three ring binder, highlighters, different color pens, pencil, ruler, lined paper, graph paper.
5. **Internet access is required for this course**



SOFT DUE DATES:

The assignment due dates are meant to serve as a guide for students who wants to complete with this course in 16 weeks (1 semester). Since this is a noncredit course, students might take up to 2 semesters to complete with the course to earn a letter grade.

ACADEMIC HONESTY: Cheating, which includes seeking help from or providing help to another student on a class exam, will not be tolerated. The use of cheat sheets and electronic devices (i.e. cell phones, pda's) other than approved calculators during class exams is prohibited. A violation of this policy will result in the student receiving a **zero** and will result in the filing of an Academic Honest Incident Report with the Dean of Students.

ASSIGNMENTS

- **Video lessons**

Students are expected to download/ print each section lessons in PDF in the Canvas Home tabs. Students should view and fill in the blanks to take notes for all the videos lessons before working in each section online homework. Make sure you take good notes because students are allowed to use the notes on the open book portion of the midterm and final.
- **Open-book online homework in Canvas:**

Students will need to complete an online homework assignment at the end of each section. The average each assignment length is about 30 minutes but you can take as long as you need to complete each assignment. As you are working on the assignments, be sure to write down each and show all your work in details on paper and save them in your binder so that you can use them as a study resource for the Midterm and Final.

EXAMINATIONS:

- **On-campus Midterm and Final:** The Midterm and Final Exam are 90 minutes long but you can take up to 120 minutes to complete the exams. **Make sure you make an appointment with me one week prior to the Midterm or Final to come on to campus to take the exam.**

GRADING POLICY:

Course grade

22 Study Skills activities &	115 points
12 mind maps	60 points
43 Open-book online homework	430 points
Midterm Review	20 points
On-campus Midterm	300 points
Final Review	20 points
On-campus Final	300 points
Total	1,245

Grading scale:

90 – 100%	A	1,120 points or higher
80 – 89%	B	996 points or higher
70 – 79%	C	871 points or higher
60 – 69%	D	747 points or higher
Below 60%	F	746 or below

SP: Satisfactory Progress. To be awarded “SP”, a student must have a minimum of one (1) successfully-completed assignment, with a grade equivalent to a “C” or above.

NP: No Pass. A student who receives “NP” has been in attendance but does not have any successfully completed assignments, with a grade equivalent to a “C” or above.

FREE TUTORING AT [THE MATH SUCCESS CENTER](#)

Location: Room D-209

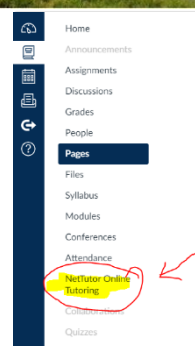
Hours: Monday through Thursday 9:30AM-7:30PM and Saturday 9:00AM – 3:00PM



FREE ONLINE MATH TUTORING HOURS:

Available 24/7.

Log on to your Canvas account to access the Free NetTutor link



ATTENDANCE:

- **MANDATORY STUDENT DROP DATES:** Per the California state noncredit distance education policy, students are required to actively participate in the class to stay in the class. The instructor is required to drop inactive students on Sunday 3/9 and Thursday 4/23, 2020.
- Students are expected to work on your course work every day. It is essential for students to practice math daily to successfully master the math contents. It is also better for memory retention for students to spend time to working their **math every day** rather than only doing math for a few days and spending a significant amount of time doing math at one time.
- I closely monitor my student online attendance using the Canvas Attendance report. Below is a sample screenshot of what I see in the report. If you could not login to Canvas to work on your math for more than 7 days continuously for any reason, please let me know.

Student Access Report in Canvas					
Name	SIS ID	Section	Role	Last Activity	Total Activity
[REDACTED]	[REDACTED]	MATHCE255 #66	Student	Feb 28 at 7:35pm	08:26:47
[REDACTED]	[REDACTED]	MATHCE255 #66	Student		
[REDACTED]	[REDACTED]	MATHCE255 #66	Student		
[REDACTED]	[REDACTED]	MATHCE255 #66	Student	Apr 24 at 1:28pm	25:31:24
[REDACTED]	[REDACTED]	MATHCE255 #66	Student	Feb 27 at 8:09pm	01:06:43

ACCOMMODATIONS FOR DISABILITIES: (Room E-105) Students with disabilities, whether physical, learning, or psychological, who believe that they may need accommodations in this class, are encouraged to contact [Disabled Students Program and Services \(DSPS\)](#) as soon as possible to ensure that such accommodations are implemented in a timely manner. To arrange for accommodations, contact DSPS by phone at (714) 628-4860 or TYY/TDD (714) 639-9727.

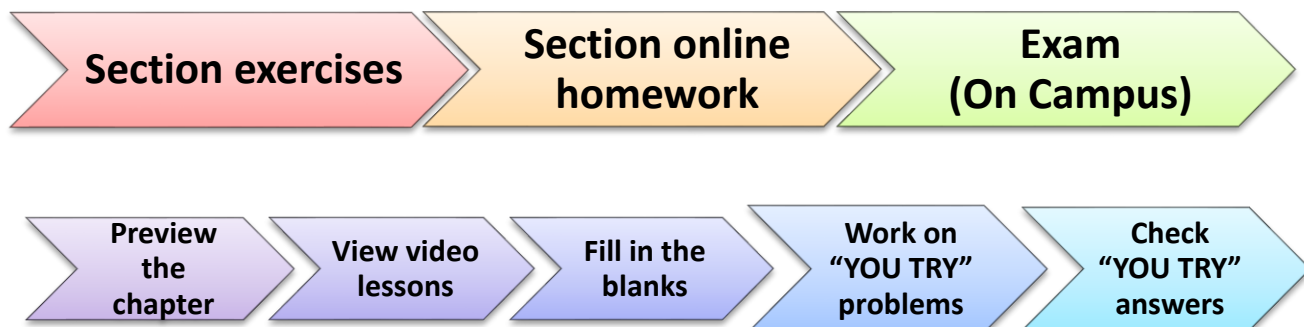


VETERANS SERVICE OFFICE (Room A-210) is here to assist veteran students as they transition from military life to student life. Veterans, Active Duty, Reservists, and their dependents/spouses are provided access to their VA education benefits to assist them with successfully meeting their educational goals. For more information, contact (714) 628-4793 or email vso@sccollege.edu

UNDOCUMENTED STUDENT RESOURCES (Room E-303) The First Year Support Center offers specialized services for Dreamer students, including assistance with completing the CA Dream Act application (Financial Aid), referrals to local low-cost immigration services, Scholarship Resources, SCC Promise Scholarship. For more information about the program, contact Cindy Partida at partida_cindy@sccollege.edu or call 714-628-5073. I am a part of the DREAMers Ally community that supports undocumented students at SCC. I am available to listen to undocumented students in a safe and confidential manner and connect students with resources that might address problems students may face that interfere with their academic success.

THE SAFE SPACE PROGRAM at SCC is designed to support students who are lesbian, gay, bisexual, transgender, queer, and intersex (LGBTQI). I am part of the Safe Space Ally community network of trained SCC faculty/staff/students who are available to listen and support students in a safe and confidential manner. As a Safe Space Ally, I can help you connect with resources on campus to address problems students may face that interfere with their academic success on campus.

STUDENT WORKFLOW



TENTATIVE ASSIGNMENT SCHEDULE

ACCESSING YOUR COURSE ONLINE

Logging on to  **canvas** BY INSTRUCTURE at <https://sccollege.edu/Canvas>

- Student username: your WebAdvisor ID
- Password: your WebAdvisor password

Module 1	Tech support: How do I... in Canvas?	Due Dates	Max score	Your score
	1. Upload your profile picture and notification settings in Canvas	Feb 19	5	

	Getting ready for online learning	Due Dates	Max score	Your score
Module 2	1. Is an online course right for you?	Feb 19	10	
	2. Have you planned enough time to study for this class?		5	
	3. Organization skill for online class success (tools for success)		5	
	4. How to achieve your most ambitious goal		5	

	ORIENTATION: Ready For This Course	Due Dates	Max score	Your score
Module 3	1. Understanding the course syllabus	Feb 23	5	
	2. Get to know your fellow classmates		5	
	3. Learning recourses at SCC		5	
	4. You can growth your brain		5	
	5. Growth mindset		5	
	6. Grit: persistence and perseverance		5	
	7. Mind Map/Concept Map		5	

Chapter 1	Chapter 1: Arithmetic Review	Due Dates	Max Score	Your score
	1. Join a virtual office hours session in Canvas	Mar 1	5	
	2. How to excel in math and science		5	
	3. Section 1.1 The Real Number System Section 1.2 Factors & Divisibility <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	4. Section 1.3 Fractions <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	5. Section 1.4: Integers <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	6. Section 1.5: Order of operations <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	7. Chapter 1 Mind Map		5	

Chapter 2	Chapter 2: Introduction to Variables and Properties of Algebra	Due Dates	Max Score	Your score
	1. The power to shape the brain that you want	Mar 8	5	
	2. How you can be good at math and other surprising facts about learning		5	
	3. Things that you didn't know about learning math		5	
	4. Section 2.1 Introduction to Variables <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	5. Section 2.2 Properties of Algebra <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	6. Chapter 2 Mind Map		5	

Chapter 3	Chapter 3: Linear equations and Inequalities	Due Dates	Max Score	Your score
	1. Algebra tips for frustrated students	Mar 15	5	
	2. Section 3.1 Linear Equations <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	3. Section 3.2 Linear Inequalities <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	4. Section 3.3: Literal Equations <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	5. Chapter 3 Mind Map		5	

Chapter 4	Chapter 4: Linear Equation Applications	Due Dates	Max Score	Your score
	1. Why do people gets so anxious about math?	Mar 22	5	
	2. Section 4.1: Integer Problems <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	3. Section 4.2: Mark-Up & Discount Problems <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	4. Section 4.3: Geometry Problems <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	5. Section 4.4: Value & Interest Problems <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	6. Chapter 4 Mind Map		5	

Chapter 5	Chapter 5: Graphing Linear Equations	Due Dates	Max Score	Your score
	1. Why do we need to fail to succeed?	Mar 29	5	
	2. Section 5.1: Graphing & Slope <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	

	3. Section 5.2: Equations Of Lines <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 	Mar 29	10	
	4. Section 5.3: Parallel & Perpendicular Lines <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	5. Chapter 5 Mind Map		5	

Chapter 6	Chapter 6: Systems of Two Linear Equations with Two Variables	Due Dates	Max Score	Your score
	1. Preparing for exams and taking exam tips	Apr 5	5	
	2. How sleep affect learning		5	
	3. Section 6.1: System Of Equations: Graphing <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	4. Section 6.2: The Substitution Method <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	5. Section 6.3: The Addition Method <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	6. Chapter 6 Mind Map		5	

		Due Dates	Max Score	Your score
	1. Midterm Review Due	Apr 12	20	
	2. Midterm Exam (Due No later than Apr 15 th) On Campus and by appointment only	Apr 15	300	

Chapter 7	Chapter 7: Introduction to Functions	Due Dates	Max Score	Your score
	1. Section 7.1: Relations & Functions <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 	Apr 19	10	
	2. Section 7.2: Domain & Range <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	3. Chapter 7 Mind Map		5	

Chapter 8	Chapter 8: Exponents and Polynomials	Due Dates	Max Score	Your score
	1. Section 8.1: Exponents Rules & Properties <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 	Apr 26	10	
	2. Section 8.2: Scientific Notation <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	3. Section 8.3: Polynomials <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	4. Chapter 8 Mind Map		5	

Chapter 9	Chapter 9: Factoring Expressions and Solving by Factoring	Due Dates	Max Score	Your score
	5. Section 9.1: Greatest Common Factor & Grouping <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 	May 3	10	
	6. Section 9.2: Factoring Trinomials $x^2 + bx + c$ <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	7. Section 9.3: Factoring Trinomials $ax^2 + bx + c$ <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	1. Section 9.4: Special Products <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 	May 10	10	
	2. Section 9.5: Factoring, A General Strategy <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	3. Section 9.6: Solve By Factoring <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	4. Chapter 9 Mind Map		5	

Chapter 10	Chapter 10: Rational Expressions and Equations	Due Dates	Max Score	Your score
	1. Section 10.1: Reduce Rational Expressions <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 	May 17	10	
	2. Section 10.2: Multiply & Divide Rational Expressions <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	3. Section 10.3: Obtain The Lowest Common Denominator <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	4. Section 10.4: Add & Subtract Rational Expressions <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	5. Section 10.5: Rational Equations <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	6. Chapter 10 Mind Map		5	

Chapter 11	Chapter 11: Radicals	Due Dates	Max Score	Your score
	1. Section 11.1: Introduction To Radicals <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 	May 24	10	
	2. Section 11.2: Add & Subtract Radicals <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	3. Section 11.3: Multiply & Divide Radicals <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	1. Section 11.4: Radical Equations <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	2. Chapter 11 Mind Map		5	

Chapter 12	Chapter 12: Quadratic Equations	Due Dates	Max Score	Your score
	3. Section 12.1: The Square Root Property <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 	May 31	10	
	4. Section 12.2: Completing The Square <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	1. Section 12.3: Quadratic Formula <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	2. Section 12.4: Applications With Quadratic Equations <ul style="list-style-type: none"> Take notes from all videos Complete all YOU TRY problems Complete the section online homework 		10	
	3. Chapter 12 Mind Map		5	

		Due Dates	Max Score	Your score
	1. Final Review	June 5	20	
	2. Final Exam (Due date: no later than Jun 5 th 12pm) (On campus and by appointment only)		300	

Due the RSCCD's student privacy policy, I cannot email student's grade. Please check your Webadvisor for your Final grade 48 hours after you took the Final.



Santiago Canyon College
DIVISION OF CONTINUING EDUCATION
What happens here matters.

CANVAS SUPPORT LAB

For students registered in noncredit online classes

Where: College and Workforce Preparation Center
Address: 1572 N. Main St. Orange, CA 92867
Days: Tuesdays and Thursdays
Times: 3:00 - 6:00 PM
Dates: January 14 - May 22, 2020

Come by for friendly face-to-face Canvas support