Instructor:  Aaron Warnock
         Phone:  206-592-3668
         E-mail: awarnock@highline.edu
         Office:  18-201
         Fax:  206-870-4850
         (Make sure you address any fax to me.)

Website:  https://people.highline.edu/awarnock/
         Canvas:  https://canvas.highline.edu/
         MML:  https://mylabsplus.highline.edu/

Office Hours: (available in person or online, e-mail to make an appointment)
         On campus:  Wednesday: 10:00 am – 11:30 am
         Online Virtual Office*:  Weekdays, daytime: Various – e-mail me to schedule
         Wednesday night: 10:00 pm - 11:00 pm online* – if I receive an e-mail from you
                        that you’d like to meet at this time by 4:00 on Wednesday afternoon
                        *click on “Bb Collaborate” in Canvas

Course Summary:
Math 91 introduces you to the idea of functions – “input/output” relationships between two quantities that are
used to describe patterns and trends, particularly over time. You will work with linear, piecewise, exponential,
and quadratic functions. You will also extend your equation-solving ability to solving inequalities and computing
with more complex operations like square roots and negative exponents.

Prerequisite: A Math 81 grade of 2.0 or higher; a MyMathTest Algebra Basics score of at least 75; or an
equivalent. (These are essentially proof that you can solve basic linear equations, simplify polynomials, evaluate
formulas, read newspaper graphs, and use basic geometry.)

Learning Goals: At the end of this course you should be able to
1. Complete a variety of algebraic tasks, including calculating with roots of numbers, simplifying exponential
   expressions, and solving linear equations, inequalities, and systems of linear equations.
2. Define the concepts of function, domain, and range, then compute and describe features of several function
   types.
3. Define and identify slope, intercepts, and slope-intercept form, then use them to describe and construct linear
   equations and graphs for realistic situations.
4. Define and describe the features of exponential functions, then apply them to realistic situations.
5. Define quadratic functions, then compute features of their graphs and solve quadratic equations.
6. Describe her/his level of understanding before a formal assessment as well as steps she/he will take to
   improve.
7. Describe and consistently apply an effective strategy for solving problems.
8. Use formal terminology to describe his/her reasoning on a task as well as patterns in his/her errors.

Text:  Beginning & Intermediate Algebra, Custom Print for Highline (you will not find this book elsewhere!)

Other Required Materials:
• A graphing calculator, preferably a TI-83 or 84. You can purchase one at most stores and online for $70 –
  120, or can rent one for one quarter from the college for ~$30. Most other math classes will also require a
  graphing calculator, so you may want to purchase one. If you prefer to rent, go to building 6 to pay the fee,
  then take your receipt to the front desk of the Highline library.

• A notebook and folder (a 3-ring binder with pockets and extra paper is recommended), pens/pencils, eraser,
  and extra paper (possibly graph/grid paper).
MML: Our course takes place in Canvas and MyMathLab (MML). Pay very close attention to the calendar and stay on top of all due dates. It is very important that you keep up with the homework and quiz assignments. You will be expected to spend 18-25 hours a week on Canvas and MyMathLab studying, watching videos, and completing assignments. This is an online class, you will get out of it what you put into it. It’s really up to you how well you will do this quarter. You must take responsibility for your own learning to succeed.

To Access Canvas, go to https://canvas.highline.edu/ and login using your MyHCC login and password. If you have not activated your MyHCC account, you can do so at the help desk in building 30. You will need your access code from the bookstore to continue or you can purchase one online. MML is linked from within the Canvas course, but you can also access MML directly: https://mylabsplus.highline.edu/

Online Section Schedule: For each section of material, you will complete the following.

1. Read the section in the Textbook and take notes
   a. either hard copy or online

2. Watch the section Video in MyMathLab and Aaron's Videos & take notes
   a. This is a pre-requisite for doing the HW
   b. You MUST watch the videos Aaron creates because some topics are only covered here and will be on Relevant Applications and Exams. Blank copies of the notes are available to print and fill out while you follow along (strongly recommended!)

3. Complete the Online MyMathLab Homework
   a. MUST watch section video and Aaron’s video first (pre-requisite)
   b. infinite attempts at each problem
   c. may be completed in multiple sittings
   d. accepted late up to the day of the exam for -20%

4. Complete the Online MyMathLab Quiz
   a. First attempt is “free” to take, 2nd and 3rd attempts require 70% on the HW (pre-requisite)
   b. 3 attempts on each quiz (highest score counts)
   c. each individual quiz must be completed in one sitting at each attempt (they are timed)
   d. these CANNOT be done late, once the deadline has passed, they are closed
   e. once during the quarter each student will be allowed one extension for a missed quiz

5. Every week, there are two assignments in addition to MyMathLab.
   a. Relevant Application –the 2nd most important assignments of the quarter
      i. Submit it on Canvas by noon on Thursday (or midnight Wednesday if you don’t like “noon”).
      ii. On exam weeks, the Relevant Application is material that will be on the test, so make sure you’ve completed it before the test and submit it on-time. Not accepted after “noon”.
   b. Discussion Board Posts
      i. Watch the posted video, discuss it with your assigned group by Sunday night.

6. After each Exam, complete the Partial Credit Request (PCR)
   a. Due by noon on indicated Mondays.
   b. This is the most important assignment we do
   c. Use the posted Answer Key and follow the directions
   d. Exams which don’t have a PCR submitted will be worth 0%.
**IMPORTANT:**
- The due dates on the calendar are when the assignments are finally due. You should not wait until their due dates to complete them. Especially on exam weeks, make sure you are working ahead, because it will feel like a lot is due right before an exam. There is, but you’re supposed to be working on it all through the week, and even working ahead.
- You should always be writing out the problems and working them out with paper and pencil, even though you’re submitting your answers online.

**Relevant Applications:** One of the emphases of this course is looking at the relevance of mathematics and how it applies to our real lives. So every week, you will have a “relevant application” assignment to see how the mathematics we’re studying is relevant in the real world. **These are due on Thursdays at noon.** If you don’t like a noon deadline, consider it due Wednesday night at midnight. These are submitted electronically in Canvas. These can (recommended) be completed in groups. See more details on Canvas.

**Weekly Discussion Board Posts:** Each week you will watch a video dealing with study skills and college success. You will discuss it with your group first, answering the following questions:
- What was the most important idea that stuck out to you in this video?
- What surprised or challenged your previous conceptions and/or assumptions in this video?
- What changes are you going to make as student as a result of watching this video?

**Exams:** Four exams will be given during the quarter as well as a final exam. All exams are comprehensive and may contain material from the whole quarter to-date. **No make-up exams** will be given except for extreme circumstances, and you must notify the instructor on or before the day of the exam.

- Exams are taken in the new Testing Center, room 25-630 (the top floor of the library) on the dates below.
- There are limited spaces in the testing center, so each Monday before an exam a sign-up list will be posted in Canvas where you will pick one-hour slots from the times below. If your only available time is very specific, look for that post on Mondays as it will be on a first-come first serve basis. You may also arrange to take the exam earlier on Thursday or Friday if you have a conflict with these times. Please contact me by Tuesday that week if you’d like to arrange an earlier time.
- The times are
  - Thursdays 3:45 pm to 7:45 pm
  - (Exam 1 is on a Monday because of 4th of July – 4pm to 7pm)
- You will need picture ID to take the test, no notes or texts. Make sure you bring your graphing calculator.
- Following each exam, you must complete a Partial Credit Request (PCR). You can find more information on Canvas. Exams with no PCR submitted will receive a 0%.

**Dates for the exams are as follows:**

- **Exam 1:** July 7th
- **Exam 2:** July 17th
- **Exam 3:** July 31st
- **Final Exam:** August 14th
Grades

Important Grade Details: There are two Mastery topics that you must pass with 80% to be eligible to pass the course with a 2.0. This is strict requirement, and there will be no exceptions.

1. Functions and their properties
2. Linear Functions

The pre-requisite for all subsequent courses after Math 91 is a 2.0 in Math 91, so it’s very important that you take these mastery topics seriously. You will have 3 chances to pass this mastery test (the last chance on the final), but do your best to pass it in the first two attempts. You don’t want the pressure of having to still pass a mastery on the final.

Grading: Your final grade is based on the following

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<tr>
<td>Homework on MML</td>
<td>10%</td>
<td>Discussion Board Posts</td>
<td>4%</td>
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<tr>
<td>Quizzes on MML</td>
<td>10%</td>
<td>Exams (3 of them, 13% each)</td>
<td>39%</td>
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<td>Relevant Applications</td>
<td>13%</td>
<td>Comprehensive Final Exam</td>
<td>24%</td>
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<th>Grading Scale</th>
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<tr>
<td>96-100 = 4.0</td>
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<td>94-95 = 3.9</td>
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<td>92-93 = 3.8</td>
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<td>87 = 3.3</td>
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<td>86 = 3.2</td>
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Math Resource Center (MRC): Students are encouraged to use the MRC (located in Building 26-319) as a place to study and get additional help outside of class and the instructor’s office hours. This is a great place to work together with students from the rest of the class, or get tutoring from other students. You can even use MML on the computers in the center.

Computer Problems Helpline: The instructor cannot troubleshoot computer problems. Please call the helpline at 206-870-4880 or e-mail them at helpdesk@highline.edu. If your concern is about MLP or MML, e-mail helpdesk@highline.mylabsplus.com or call (888) 883-1299.

Special Concerns: If you have any special concerns about this class, please talk to me personally in my office. The more I know about you individually, the more I can help you be successful in this course. If you need course adaptations or accommodations because of a dis-Ability; if you have emergency medical information to share with me; or if you need special arrangements in case the building must be evacuated, please provide me with the Letter of Accommodation you have received from the Office of Access Services. Access Services is located in Building 99 room 180.

Academic Dishonesty: Cheating, plagiarism, and other forms of academic dishonesty are unacceptable at Highline Community College and may result in lower grades and/or disciplinary action. It is both your right and responsibility to be familiar with the document entitled: Student Rights and Responsibilities code WAC 1321-120 adopted by the Board of Trustees of Community College District 9 on December 17th, 2007. This is available in the counseling center or online at http://www.highline.edu/stuserv/vpstudents/srr.html.