

Math 138 Precalculus 1: Algebra

Spring 2022

# Instructor Information

Instructor Name: James Morgan

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Office Location: J1044

Office Telephone: 815 280 2636

Emails will receive replies within 24-48 hours Monday-Friday.

# **Course Description**

Precalculus I is a study of those topics on algebra which are essential in calculus. Topics included are functions, graphs of functions, linear, quadratic polynomial, rational, exponential and logarithmic functions, conic sections, sequences, and the binomial theorem.

IAI GECC Number: n/a

IAI MAJOR Number: n/a

# Credit and Contact Hours

Credit Hours: 4

Prerequisites: Satisfactory placement test scores or Math 098 and Math 095 with a grade of “C” or equivalent

# Books, Supplies, and Supplementary Materials

## Required Textbooks and Reading List

[JJC Bookstore](https://bookstore.jjc.edu/)

[Digital Access Information](https://bookstore.jjc.edu/digital-access)

MyMathLab Direct Digital Access. The eText is included in MyMathLab so if you are comfortable reading the textbook on the computer, you may use the eText alone. **There is no need to purchase a physical textbook for this course; the direct digital access fee for the eText was included in your course fees. Registration instructions are posted in our iCampus/Canvas site.**

## Supplementary texts and materials

A TI-83 or TI-84 graphing calculator is required.

## Other resources

Optional Physical Textbook (identical to the eText in MyMathLab):

Precalculus: Concepts Through Functions, A Unit Circle Approach to Trigonometry, 2018 by Sullivan. Publisher: Pearson; Custom loose leaf three hole-punched edition ISBN: 9780134689852

During this course students may be asked to use Canvas Studio. This video tool is located in the Global navigation in iCampus and no additional purchase is necessary. More information regarding Canvas Studio is located in [iCampus Student Central](https://icampus.instructure.com/courses/2174/pages/canvas-studio).

# Introduction to Online Learning

The Introduction to Online Learning training course is a requirement for all first-time online learners. This training is available to students in [Student iCampus Central](https://icampus.instructure.com/courses/2174) found on the iCampus dashboard upon registration in an online or hybrid course. This training must be fully completed in order to receive access to all material and assignments in this course.

# Technical Requirements

* Daily reliable internet access
* A word processing program (Microsoft Word is strongly recommended and is [provided to students by the college](https://jjc.edu/technology-resources/student-technology-resources))
* A modern web browser (Canvas-based courses work best with [Google Chrome](https://www.google.com/chrome/)). The latest information on Canvas supported browsers is available on the [Canvas community website](https://community.canvaslms.com/docs/DOC-1284).
* Courses may be accessed using the Canvas App, available from the [Google Play Store](https://play.google.com/store/apps/details?id=com.instructure.candroid&hl=en_US) or [iTunes](https://apps.apple.com/us/app/canvas-student/id480883488). Not all features of every course will work using the App. It may be necessary to access a web browser when using a mobile device.

# Technical Support

For technical assistance, visit the [24/7 Student Support](https://www.jjc.edu/current-students) page where you may find a solution to your problem, as well as support through phone and e-mail. Technical support is available through the 24/7 iCampus Student Support Line at 815-280-6699 or by submitting a [support request (Links to an external site.)](https://jjc525canvasedi.jjc.edu/www/canvas/eaisupport4.html). Assistance is also available in the iCampus Center in Room J-4019 on the main campus, by calling 815-280-2481, or through email [iCampushelp@jjc.edu](mailto:iCampushelp@jjc.edu).

Contact [MyMathLab Tech Support](https://www.pearsonmylabandmastering.com/northamerica/mymathlab/students/support/technical-support/index.html) for email or 24/7 live chat assistance with MyMathLab.

MML is rarely down, but if it is, students can still access the site by logging in via <https://www.mathxl.com/login_mml.htm>

# Methods of Instruction/Delivery

online

# Course Level Objectives

1. Find the distance between two points.
2. Find the midpoint of a line segment.
3. Graph relations on a calculator using appropriate window settings.
4. Determine symmetries of graphs.
5. Find intercepts of graphs.
6. Find slope and equations for a given line.
7. Determine whether two lines are parallel or perpendicular.
8. Find the standard form for the equation of a given circle.
9. Work applied variation (proportionality) problems.
10. Determine whether a given relation is a function.
11. Use function notation.
12. Determine the domain of a given function.
13. Recognize graphs of prototypical functions.
14. Use the calculator to determine intervals on which a function is increasing or decreasing.
15. Find the slope of a secant line to a graph by writing and reducing the difference quotient.
16. Recognize the graph of a function, which was obtained from that of a prototypical function by   
    shifting, stretching, or reflection.
17. Find the sum, product, difference, quotient, and composition of two functions.
18. Determine whether a given function is one-to-one, and if so, determine its inverse.
19. Graph the inverse of a relation, given the graph of the relation.
20. Construct a function to model an applied optimization problem and use the graphing calculator to solve it.
21. State the Intermediate Value Theorem and use it to show the existence of a zero of a function on a given interval.
22. Solve quadratic equations graphically and algebraically.
23. Solve literal equations.
24. Solve applied problems using an equation in one variable.
25. Perform computations with complex numbers.
26. Solve polynomial and rational inequalities (algebraically and graphically).
27. Solve absolute value equations and inequalities (algebraically and graphically).
28. Find intercepts and vertex of the graph of a quadratic function.
29. Recognize the graph of a polynomial function given its zeroes with their multiplicities.
30. Find intercepts and equations of asymptotes to the graph of a rational function.
31. Determine a possible formula for a rational function given its graph.
32. Factor a polynomial given its zeroes.
33. List the possible rational zeroes of a polynomial function using the Rational Zero Theorem.
34. Recognize irrational zeroes (which the calculator approximates) of a polynomial.
35. Use the complex conjugate pairs theorem to find zeroes of a polynomial function with real   
    coefficients.
36. Use synthetic division to find zeroes of a polynomial and factor it.
37. Define “exponential function.”
38. Define e.
39. Graph exponential functions using transformations.
40. Define “logarithmic function.”
41. Convert between log and exponential expressions.
42. Find domains and ranges of log and exponential functions.
43. Find the asymptotes of log and exponential functions.
44. Graph logarithmic functions using transformations.
45. Use properties of logarithms to write equivalent expressions and solve equations.
46. Work applied problems involving exponential growth and decay.
47. Define parabola using directrix and focus.
48. Define ellipse and hyperbola using foci.
49. Find an equation for a conic section given foci, vertices, asymptotes, etc. (graphically or numerically presented).
50. Given an equation of a conic section determine foci, vertices, and asymptotes, if any.
51. Find terms of a sequence, including those defined recursively. Use appropriate notation.
52. Recognize when a sequence is arithmetic or geometric.
53. Find terms and finite sums of arithmetic and geometric sequences.
54. Use mathematical induction to prove statements about sums of sequences and about divisibility.
55. Expand powers of binomials using the Binomial Theorem.

# Graded Assignments and Policies

## Graded Assignments

1. Homework

Homework will be assigned for every section covered.  The online component of Sullivan’s Precalculus: Concepts Through Functions: A Unit Circle Approach book is provided by MyMathLab (MML). Students are required to use the MyMathLab website ([www.pearsonmylabandmastering.com](http://www.pearsonmylabandmastering.com)) to complete the homework assigned.  Your homework grade will be based entirely on the assigned MyMathLab homework.

Homework due dates may be found on our course schedule posted in iCampus/Canvas and are noted on the MyMathLab site as well. Each unit’s homework is due before taking the unit exam. Any homework section may be revisited and corrected prior to the unit exam to improve your grade. Simply select “Similar Exercise” for any incorrect problem. **Extensions will not be granted beyond the unit exam dates.**

Completing homework is essential for learning the material in this course. The best preparation for tests is working hard to achieve a complete understanding of all video lecture content and homework questions assigned. For this four-credit hour class, students can expect to spend four hours per week **actively engaged** in learning the material by reading the e-Text, watching and taking notes on every video lecture and an additional eight hours per week completing homework, discussion boards, studying for and completing the quizzes and tests.

Students may access MyMathLab via the links provided in the modules of our iCampus/Canvas site OR directly by visiting [www.pearsonmylabandmastering.com](http://www.pearsonmylabandmastering.com).

MML is rarely down but if it is, students can still access homework and quizzes by logging in via <http://www.mathxl.com/login_mml.htm>

1. Quizzes

A quiz will be given before each exam. Work will need to be submitted as a PDF file on or before the due date. The quiz is an opportunity to improve your skills before taking the exam. The quiz is also an opportunity for your instructor to provide feedback on your work.

1. Tests

Each exam will be taken any time during the testing dates:

|  |  |
| --- | --- |
| Exam 1: Sections F.1 to 1.5 | Monday to Tuesday, Feb 7 to Feb 8 |
| Exam 2: Sections 2.1 to 2.5 | Monday to Tuesday, Feb 28 to Mar 1 |
| Exam 3: Sections 3.1 to 3.6 | Monday to Tuesday, Mar 28 to Mar 29 |
| Exam 4: Sections 4.1 to 4.6, 4.8 | Monday to Tuesday, Apr 18 to Apr 19 |
| Exam 5: Sections 9.1 to 9.4, 11.1 to 11.3 | Monday to Thursday, May 9 to May 12 |

* You may use your TI-83 or TI-84 during the exams. Any other online calculators, websites or apps are not allowed.
* The exam must be completed in one sitting. No saving and returning later.
* Notes, textbooks, homework and cell phones are not allowed during exams.
* No make-up tests will be offered. Let your instructor know in advance if you cannot attend an exam so that arrangements can be made to take the test earlier.

## Proctored Exams

This course requires you to take exams using a proctoring software called Examity that uses your computer’s webcam and other technology to monitor and record your activity during exams. The proctoring software will be listening to you and your testing environment, monitoring your computer screen, viewing you and your surroundings, and recording and storing any and all activity (including visual and audio recordings) during the proctoring process. By enrolling in this course, you consent to the use of the proctoring software, including but not limited to any audio and/or visual monitoring which may be recorded. **Please contact your instructor with any questions**. Please visit the [Testing Services](https://www.jjc.edu/student-resources/testing-services) page on the JJC website for hours and policies. Contact [Examity support](https://www.examity.com/contact-us/), or by email: [support@examity.com](mailto:support@examity.com), or by phone: (855)-392-6489 if you are experiencing technical difficulties.

To use Examity, you will need to make sure you meet the following technical requirements:

• You must take your exam on a computer with a webcam and a microphone.

• You must use a desktop computer or laptop, not a tablet or mobile device.

• You must take your exam from a location with sufficient internet speed with at least 2 MPS upload and download speed.

## Grading Policy

|  |  |
| --- | --- |
| 5 Exams | 50% of final grade |
| 5 Quizzes | 30% of final grade |
| Online Homework | 20% of final grade |

## Final Course Grading Scale

|  |  |
| --- | --- |
| A | 90 – 100% |
| B | 80 – 89% |
| C | 70 – 79% |
| D | 60 – 69% |
| F | lower than 60% |

# Classroom Policies and Procedures

## Attendance Policy

Illinois law requires the college to reasonably accommodate its students' religious beliefs, observances, and practices in regard to admissions, class attendance, and the scheduling of examinations and work requirements. You should examine this syllabus at the beginning of the semester for potential conflicts between course deadlines and any of your religious observances. If a conflict exists, you should notify your instructor of the conflict and request appropriate accommodations. This should be done in the first two weeks of classes.

## Make-up Policy

Due dates are final. No make up tests or quizzes allowed unless arranged with the instructor at least two days in advance.

## Extra-credit Policy

Extra credit is not usually provided. If an extra credit opportunity arises, it will be offered to the entire class.

## Final Exam Information:

There will be no final exam in this course.

## Faculty Commitment

As your faculty member, I am committed to providing a quality learning experience through thoughtful planning, implementation, and assessment of course activities. I am also committed to being readily available to students throughout the semester by returning e-mails and phone calls within 24 hours and to returning graded course work within a week. Furthermore, I am committed to selecting appropriate course materials and making them available in an organized and timely manner.

## Student Commitment

For every credit hour a student is enrolled in, they should expect to spend at least 2 hours outside of class studying, working on assignments, and preparing for classeach week of the fifteen-week semester. For example, for this four credit-hour class, students can expect to spend four hours per week in class actively engaged in learning the material by participating in face-to-face classes or viewing lectures and instructional material online. In addition, students should expect to spend another 8 hours per week outside of class completing homework and assignments, posting to discussion boards online, and studying for quizzes and tests. This means students should spend a minimum of 12 hours per week engaged in achieving the learning outcomes for this course. If you are not achieving your desired results in this class, you should consider increasing your prep time outside of class, in addition to using available resources such as instructor office hours and tutoring services.

By registering for this course, you commit yourself to active participation in course activities as well as the submission of all assignments and exams on time. Furthermore, you commit to accessing the course site and checking your JJC e-mail several times a week. Each module will be available starting on Monday and ending on Sunday.

## Preferred Name

Joliet Junior College (JJC) works to ensure that all students have the opportunity to learn in a safe and supportive environment.  JJC acknowledges that many students wish to indicate their pronouns and that some may use first names other than their legal first name to identify themselves. To initiate the process of sharing your chosen name and your pronouns, please visit the Office of Student Rights and Responsibilities website [**here**](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.jjc.edu%2Fcampus-life%2Fstudent-rights-responsibilities%2Fpreferred-name-change&data=04%7C01%7Clmackey%40jjc.edu%7C3e5e5b74f53b453103ab08d998ab3c80%7C581e94de7e2f4d699d5f791d2fb8f31a%7C0%7C0%7C637708683505050880%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=cu0%2BKrPOvBt8XnPz51j6J%2BSN9ukE5rPMr35wK7LUl0o%3D&reserved=0).

## Supportive Resources

* MyJJC Portal - [Safe Zone](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fmy.jjc.edu%2Fcollege-resources%2Fsafe-zone%2FPages%2Fdefault.aspx&data=04%7C01%7Clmackey%40jjc.edu%7C3e5e5b74f53b453103ab08d998ab3c80%7C581e94de7e2f4d699d5f791d2fb8f31a%7C0%7C0%7C637708683505050880%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=85Ph5zR7H5HJ1pWEMo6i%2B6jVpRIsR2GzPELGynRkKIk%3D&reserved=0)
* MyJJC Portal - [LGBTQ+ Student Resources](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fmy.jjc.edu%2Fstudent-life%2Fosa%2FPages%2Flgbtq-student-resources.aspx&data=04%7C01%7Clmackey%40jjc.edu%7C3e5e5b74f53b453103ab08d998ab3c80%7C581e94de7e2f4d699d5f791d2fb8f31a%7C0%7C0%7C637708683505060836%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=8qS%2Bewc8HPQBDFOPTaY1QAmhi7xrvI1QXR0QHXuoSag%3D&reserved=0)
* [Preferred Name Change Form](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.jjc.edu%2Fcampus-life%2Fstudent-rights-responsibilities%2Fpreferred-name-change&data=04%7C01%7Clmackey%40jjc.edu%7C3e5e5b74f53b453103ab08d998ab3c80%7C581e94de7e2f4d699d5f791d2fb8f31a%7C0%7C0%7C637708683505060836%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=PldeNjD12srxwcZiXitut4A2o6ggwMAtEbjpy4QyXKc%3D&reserved=0)
* [Supportive Tips for Faculty and Staff](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fmy.jjc.edu%2Fcollege-resources%2Fsafe-zone%2FDocuments%2FSupportive%2520Tips%2520for%2520Faculty%2520and%2520Staff.pdf&data=04%7C01%7Clmackey%40jjc.edu%7C3e5e5b74f53b453103ab08d998ab3c80%7C581e94de7e2f4d699d5f791d2fb8f31a%7C0%7C0%7C637708683505070795%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=9%2FRfd5EW7b0QosD2Kp0w4iwvx0bui5d4YvrxnzsW%2F5A%3D&reserved=0)
* [Library LibGuide for Lesbian, Gay, Bisexual, Transgender, and Queer Resources](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Flibrary.jjc.edu%2Fc.php%3Fg%3D156515%26p%3D1025775&data=04%7C01%7Clmackey%40jjc.edu%7C3e5e5b74f53b453103ab08d998ab3c80%7C581e94de7e2f4d699d5f791d2fb8f31a%7C0%7C0%7C637708683505070795%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=iZg7qapkFA22sqYFAa0t23%2BI0r3bnO7ya3H1%2Bvy2SZM%3D&reserved=0)

## Mask Requirement

Masks will be required in all common areas including classrooms and labs. Be sure to wear your mask properly, covering your nose and mouth. If you do not have a mask, you can get one for free when you receive your temperature check as you enter the building. Learn more about masking and COVID-19 precautions at [JJC’s COVID page](https://www.jjc.edu/answering-your-questions-covid-19-0).

## Academic Honor Code

The objective of the [JJC academic honor code](https://www.jjc.edu/sites/default/files/Student_Resources/Student%20Rights/ACADEMIC%20HONOR%20CODE.pdf) is to sustain a learning-centered environment in which all students are expected to demonstrate integrity, honor, and responsibility, and recognize the importance of being accountable for one's academic behavior.

Cheating, plagiarism, unauthorized collaboration, falsification, or the facilitation of academic dishonesty are serious offenses that will not be tolerated. Anyone caught in violation of the academic honor code receive a zero on that particular work and may receive a grade of F in the course. Additionally, a notification of the violation will be sent to the Dean of Students. The student has the right to appeal in writing to the department chair within five calendar days of the notice.

## Student Code of Conduct

Each student is responsible for reading and adhering to the [Student Code of Conduct](https://www.jjc.edu/sites/default/files/Student_Resources/Student%20Rights/Code%20of%20Conduct%20FINAL%208x11%202-09%20Student.pdf) as stated in the college catalog.

## Responsible Use Policy

Students are responsible for knowing and following the terms and conditions of JJC’s policy for “Responsible Use of Information Technology.” This policy may be found [online on the JJC website](http://catalog.jjc.edu/content.php?catoid=13&navoid=912#responsilbe-use-of-technology-resources).

## 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 and [TEACH Act](https://www.copyright.gov/docs/regstat031301.html) 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.

## Intellectual Property

Students own and hold the copyright to the original work they produce in class. It is a widely accepted practice to use student work as part of the college's internal self-evaluation, assessment procedures, or other efforts to improve teaching and learning and in promoting programs and recruiting new students. If you do not wish your work to be used in this manner, please inform your instructor.

## Communication Standards

Proper spelling, grammar, and [netiquette](http://www.albion.com/netiquette/corerules.html) are expected in all course communication. Writing should be in complete sentences, use punctuation, and be formatted at a level consistent with college expectations. All interactions and communications within the course should be mindful of tone and reflect how your message may be interpreted by others. Asking questions and seeking clarification is acceptable and encouraged, but must be done in a polite and civil manner. This policy applies to all forms of communication.

## Others with Access

Individuals such as guest speakers, course evaluators, and technical support staff may access the online course site when necessary and appropriate.

## College Statement about grades of “F” and withdrawal from class

Students may withdraw from a course by processing an add/drop form during regular office hours through the [Registration and Records Office](https://www.jjc.edu/student-resources/registrars-office) at Main Campus or Romeoville Campus, or by phone at 815-744-2200. Please note the withdrawal dates listed on your bill or student schedule. Every course has its own withdrawal date. Failure to withdraw properly may result in a failing grade of 'F' in the course. At any time prior to the deadline dates established, an instructor may withdraw a student from class because of poor attendance, poor academic performance or inappropriate academic behavior, such as, but not limited to, cheating or plagiarism.

## Privacy and Accessibility Policies

|  |  |
| --- | --- |
| [Canvas Accessibility](http://www.canvaslms.com/accessibility) | [Canvas Privacy](http://www.canvaslms.com/policies/privacy) |
| [Pearson Accessibility](http://www.pearsonhighered.com/educator/accessibility/index.page) | [Pearson Privacy](http://www.pearsoned.com/privacy-statement/) |
| [Adobe Accessibility](http://www.adobe.com/accessibility/products/acrobat/acrobat-accessibility-features.html) | [Adobe Privacy](http://www.adobe.com/privacy.html) |

## 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 Facebook, a blog, or wiki. While some of these are 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 identifiable/sensitive information. If you have any concerns about this, please contact your instructor.

## Turn-It-In Notice

Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin.com (through submission within the Canvas Learning Management System or otherwise) for the detection of plagiarism.  All submitted papers will be included as source documents in the Turnitin.com reference databases solely for the purpose of detecting plagiarism of such papers.  Use of Turnitin.com service is subject to the [Usage Policy](https://help.turnitin.com/Privacy_and_Security/Privacy_and_Security.htm) posted on the Turnitin.com site. Our very own [JJC Library](http://library.jjc.edu/research/citing_sources) offers some excellent guidance on how to properly cite sources.

## Sexual Harassment

Joliet Junior College seeks to foster a community environment in which all members respect and trust each other. In a community in which persons respect and trust each other, there is no place for sexual harassment. JJC has a [strong policy prohibiting the sexual harassment](http://www.jjc.edu/title-ix) of one member of the college community by another. See Catalog or Student Handbook.

## Student Support:

* [IT Support](https://jjc.edu/technology-resources/student-technology-resources): Visit the Student Technology Resources page where you can learn about free access to Office 365 products. For technical support with your computer, email, software, and login support, visit the [24/7 Student Support](https://www.jjc.edu/current-students). For technical assistance with Stream videos, please contact [media@jjc.edu](mailto:media@jjc.edu).
* [iCampus Support](https://www.jjc.edu/online-learning): Contact the 24/7 iCampus Student Support Line at 866-281-3638 or by submitting a [support request](https://jjc525canvasedi.jjc.edu/www/canvas/eaisupport4.html). Assistance is also available in the iCampus Center in Room J-4019 on the main campus, by calling 815-280-2481, or through email [iCampussupport@jjc.edu](mailto:iCampussupport@jjc.edu).
* [Disability Services](https://www.jjc.edu/disability-services): Joliet Junior College values diversity and inclusion; we are committed to a climate of mutual respect and full participation by providing an accessible learning experience for all students. If you are a student with a disability, you are encouraged to contact Disability Services at the office location, phone, or e-mail address provided below to establish accommodations under the Americans with Disabilities Act, Rehabilitation Act Section 504, and 508. If you are a student with a disability and anticipate or experience physical or academic barriers, please let your instructor know immediately so that options for accessibility can be discussed.

Office: A-1125 Phone: (815) 280-2613 Email: [disabilityservices@jjc.edu](mailto:disabilityservices@jjc.edu)

* [Tutoring and Learning Center](http://www.jjc.edu/student-resources/tutoring-learning-center): JJC offers a number of free tutoring services on campus and online (Smarthinking). Many of these services are conveniently located in the Tutoring and Learning Center (TLC). Tutoring services are also available at City Center Campus and Romeoville Campus. Call to schedule an appointment. A link for Smarthinking, our free online tutoring service, is also available on this course’s homepage.

Office Location: C-2010 Phone: (815) 280-2730 or (815) 280-CUBE (2823)

Email: [tutoring@jjc.edu](mailto:tutoring@jjc.edu)

* [Student Advising Center](https://www.jjc.edu/student-resources/student-advising-center): The advisors at Joliet Junior College provide prospective, current, returning, and reverse transfer students with a variety of services. These services include educational planning and academic advising, transfer planning, major/career planning, and personal concerns.

Office Location: A-1155 Phone: (815) 280-2647 Email: [academicadvising@jjc.edu](mailto:academicadvising@jjc.edu)

* [Student Wellness Program – Mental Health](https://www.jjc.edu/campus-life/student-wellness): As a student, you may carry several responsibilities outside the classroom along with the responsibility of being a JJC student. This can sometimes lead to high levels of stress, anxiety, strained relationships and much more. Other times, we may just unexpectedly experience symptoms of feeling down, loss of motivation, difficulty concentrating and/or experience difficult events in our lives. All these things can impact your emotional well-being and can impact your ability to perform academically. Please know that mental health services are available through the Student Wellness Program. [Learn more about confidential mental health services](https://jjc.edu/student-resources/health-and-wellness) available to you. You can also visit the [Office of Student Rights and Responsibilities](https://www.jjc.edu/campus-life/office-student-rights-responsibilities) in office A-1100 or call 815-280-2936. Support and help are available for you!
* [Student Resources](http://www.jjc.edu/student-resources): information on Testing Services, Academic Standards of Progress, Bookstore, Career Services, Disability Services, Library, Multicultural Student Affairs, Project Achieve, Records & Transcripts, Student Rights, Student Accounts & Payments, Tutoring & Learning Center, Veterans Resource Center, Wellness Advocates, and more.
* [MyJJC](http://my.jjc.edu/): JJC portal providing access to many JJC services.

## My Degree Progress

My Degree Progress is a computerized system to track a student’s progress toward graduation. The report indicates and places courses into their appropriate category as a General Education, Major Course, or Elective according to the degree requirements. This tool is useful for preparing before an advising appointment, for planning, for registering, and for checking that the student is on track for graduation. Visit My Degree Progress on [eResources](https://eresources.jjc.edu/).

## Student Planning Tool

The Student Planning Tool combines degree audit information and upcoming schedule of classes so students can easily plan and register for courses that fulfill degree or certificate requirements. Student Planning builds on My Degree Progress and allows JJC students to chart a clear path to graduation in partnership with their Advisor to create an educational plan mapping out their path to completion.  Student planning is a web-based self-service tool that makes it easy to know what classes are needed for your degree or certificate and in which semester to take them.  For questions about Student Planning visit the [Student Advising Center](https://www.jjc.edu/student-resources/student-advising-center) at the Main, Romeoville, or City Center campuses or call 815-280-2673.

# **General Education Outcome Rubrics**

General Education Outcome: Quantitative Literacy

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Application (Indicator A) | 3 points  Identifies approach for solving the problem, which applies within a specific context. | 2 points  Identifies approach for solving the problem that somewhat applies within a specific context. | 1 point  Identifies one or more approaches for solving the problem that do not apply within a specific context. | 0 points  Did not attempt, but was present. |
| Interpretation (Indicator B) | 3 points  Competently converts relevant information into an appropriate and mathematical portrayal. | 2 points  Completes conversion of information but resulting mathematical portrayal is only partially appropriate or accurate. | 1 point  Completes conversion of information but resulting mathematical portrayal is inappropriate or inaccurate. | 0 points  Did not attempt, but was present. |
| Synthesis (Indicator C) | 3 points  States a conclusion focused on the inquiry findings. The conclusion arises from and responds specifically to the inquiry findings. | 2 points  States a general conclusion that, because it is so general, also applies beyond the scope of the inquiry findings. | 1 point  States an ambiguous, illogical, or unsupportable conclusion from inquiry findings. | 0 points  Did not attempt, but was present. |

# ****SCHEDULE OF ACTIVITIES****

Week 1: Jan 17 to Jan 23: complete **Getting Started Tasks**; work on F.1 to F.4

Week 2: Jan 24 to Jan 30: work on 1.1 to 1.3

Week 3: Jan 31 to Feb 6: **Quiz 1** due on Monday; work on 1.4 to 1.5

Week 4: Feb 7 to Feb 13: take **Exam 1** Monday or Tuesday;

all **Chapter F & 1 homework** due on Tuesday by 11:59pm;

work on 2.1 to 2.2;

Week 5: Feb 14 to Feb 20: work on 2.3 to 2.4

Week 6: Feb 21 to Feb 27: **Quiz 2** due on Tuesday; work on 2.5

Week 7: Feb 28 to Mar 6: take **Exam 2** on Monday or Tuesday;

all **Chapter 2 homework** due on Tuesday by 11:59pm;

work on 3.1 and 3.4;

Week 8: Mar 7 to Mar 13: Work on 3.5 to 3.6

SPRING BREAK: Mar 14 to Mar 20: if necessary, use this time to catch up;

don’t forget that **Quiz 3** is due on Monday of next week

Week 9: Mar 21 to Mar 27: **Quiz 3** due on Monday; work on 3.2 to 3.3

Week 10: Mar 28 to Apr 3: take **Exam 3** Monday or Tuesday;

all **Chapter 3 homework** due on Tuesday by 11:59pm;

work on 4.1 to 4.3;

Week 11: Apr 4 to Apr 10: work on 4.4 to 4.5

Week 12: Apr 11 to Apr 17: **Quiz 4** due on Monday; work on 4.6 to 4.8

Week 13: Apr 18 to Apr 24: take **Exam 4** on Monday or Tuesday;

all **Chapter 4 homework** due on Tuesday by 11:59pm;

work on 9.2;

Week 14: Apr 25 to May 1: work on 9.3 to 9.4

Week 15: May 2 to May 8: **Quiz 5** due on Monday; work on 11.1 to 11.3

Week 16: May 9 to May 15: take **Exam 5** any time Monday through Thursday;

all **Chapter 9 & 11 homework** due on Thursday by 11:59pm

Finals Week: May 16 to May 20: no final exam