



INSTRUCTIONAL PACKAGE

MAT 175

Algebra and Trigonometry I

Effective Term
2018—2019 Academic Year

INSTRUCTIONAL PACKAGE

PART I: COURSE INFORMATION

Effective Term: 2018—2019 Academic Year

COURSE PREFIX: MAT 175

COURSE TITLE: Algebra and Trigonometry I

CONTACT HOURS: 3.0

CREDIT HOURS: 3.0

RATIONALE FOR THE COURSE:

This course introduces the engineering technology student to the concepts of algebra and trigonometry needed in the engineering technology and related courses

COURSE DESCRIPTION:

This course includes the following topics: basic laws and operations of algebra, linear and quadratic equations, systems of equations, introduction to trigonometry and vectors, concepts of functions, and graphs of functions.

PREREQUISITES/CO-REQUISITES:

Credit level [MAT 101](#) Minimum Grade of C or Credit level [MAT 101](#) Minimum Grade of TC or ACT Math 19 or SAT Mathematics 460 or COMPASS Algebra 46 or ACCUPLACER Elementary Algebra 075 or COMPANION Elementary Algebra 075 or (Multiple Measures Math 1)

***Online/Hybrid** courses require students to complete the DLI Online Student Orientation prior to completing an online course. The DLI Online Student Orientation can be found in WaveNet, under the My Student tab.

REQUIRED MATERIALS:

1. Please visit the Bookstore online site for most current textbook information. Use the direct link below to find textbooks.

[BOOKSTORE](#).

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

2. Scientific/Graphing Calculator.

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's student portal for course materials.
WaveNet and D2L email access.

STUDENT IDENTIFICATION VERIFICATION

Students enrolled in online courses will be required to participate in a minimum of one (1) proctored assignment and/or one (1) virtual event to support student identification verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

CLASSROOM ETIQUETTE:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring for an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

NETIQUETTE: is the term commonly used to refer to conventions adopted by Internet users on the web, mailing lists, public forums, and in live chat focused on online communications etiquette. For more information regarding Netiquette expectations for distance learning courses, please visit: [Online Netiquette](#).

Part II: Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

The student should be able to:

1. Understand the Real Number System and the Complex Number System.
2. Demonstrate the use and understanding of basic algebraic terms and concepts.
3. Operate (add, subtract, multiply & divide) on polynomial expressions
4. Factor polynomial expressions or identify as prime.
5. Operate (add, subtract, multiply & divide) on rational expressions
6. Solve quadratic equations by factoring and the quadratic formula.
7. Understand the terms of basic plane and solid geometry (including areas, perimeters, and volume)
8. Use right triangles to evaluate trigonometric functions
9. Solve applied problems using right triangle trigonometry
10. Solve right triangles
11. Understand radian measure and the use of radian measure
12. Solve oblique triangles and applied problems using the Law of Sines and the Law of Cosines

UNIT I

- A. Basic Algebra
 1. Exponents (1.4)
 2. Scientific Notation (1.5)
 3. Radicals (1.6)

4. Addition and Subtraction of Algebraic Expressions (1.7)
5. Multiplication of Algebraic Expressions (1.8)
6. Division of Algebraic Expressions (1.9)
7. Solving Equations (1.10)
8. Equations Involving Fractions (6.8)
9. Formulas and Literal Equations (1.11)
10. Ratio and Proportion (18.1)
11. Variation (18.2)

UNIT II

- A. Factoring and Algebraic Fractions
 1. Special Products (6.1)
 2. Factoring: Common Factor and Difference of Squares (6.2)
 3. Factoring Trinomials (6.3)
 4. The Sum and Difference of Cubes (6.4)
 5. Equivalent Fractions (6.5)
 6. Multiplication and Division of Fractions (6.6)
 7. Addition and Subtraction of Fractions (6.7)
- B. Quadratic Equations
 1. Quadratic Equations; Solution by Factoring (7.1)
 2. The Quadratic Formula (7.3)
- C. Complex Numbers
 1. Basic Definitions (12.1)
 2. Basic Operations with Complex Numbers (12.2)

UNIT III

- A. Plane and Solid Geometry
 1. Lines and Angles (2.1)
 2. Triangles (2.2)
 3. Quadrilaterals (2.3)
 4. Circles (2.4)
 5. Solid Geometric Figures (2.6)

UNIT IV

- A. Right Angle Trigonometry
 1. Angles (4.1)
 2. Defining the Trigonometric Functions (4.2)
 3. Values of the Trigonometric Functions (4.3)
 4. The Right Triangle (4.4)
 5. Applications of Right Triangles (4.5)
- B. Trigonometric Functions
 1. Signs of the Trigonometric Functions (8.1)
 2. Trigonometric Functions of any Angle (8.2)
 3. Radians (8.3)
 4. Applications of Radian Measure (8.4)

- C. Oblique Triangles and Vectors
 - 1. Oblique Triangles, the Law of Sines (9.5)
 - 2. The Law of Cosines (9.6)
 - 3. Introduction to Vectors (9.1)
 - 4. Components of Vectors (9.2)
 - 5. Vector Addition by Components (9.3)
 - 6. Applications of Vectors (9.4)
- D. Graphing the Trigonometric Functions **
 - 1. Graphs of $y = a\sin x$ and $y = a\cos x$ (10.1)
 - 2. Graphs of $y = a\sin bx$ and $y = a\cos bx$ (10.2)
 - 3. Graphs of $y = a\sin(bx + c)$ and $y = a\cos(bx + c)$ (10.3)

** As time permits

****Students – please refer to the Instructor’s Course Information sheet for specific information on assessments and due dates.***

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*

****Students, for the specific number and type of evaluations, please refer to the Instructor’s Course Information Sheet.***

GRADING SYSTEM:

- A 90-100%
- B 80-89%
- C 70-79%
- D 60-69%
- F Below 60%

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the academic calendar for deadlines for add/drop ([ACADEMIC CALENDAR](#)). You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of eighty percent (80%) of his or her classes in order to be eligible to receive credit for any course.

However, due to the varied nature of courses taught at the College, a more rigid attendance policy may be required by individual instructors. At a minimum, a student may be withdrawn from a course(s) after he or she has been absent in excess of ten percent (10%) of the total contact hours for a course. Additionally, students will be withdrawn if they miss more than two weeks of consecutive class meetings. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

For online and hybrid courses, check your Instructor's Course Information Sheet for any required on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.

Part V: Student Resources

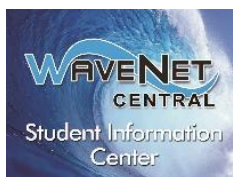


The Student Success and Tutoring Center (SSTC)

The SSTC offers to all students the following **free** resources:

1. **Academic coaches** for most subject areas, **Writing Center Support**, and **college success skills**.
2. **On-line student success and academic support resources**.

Visit the SSTC website: [Student Success & Tutoring Center](#) and visit the student services tab in your WaveNet account to schedule appointments using TutorTrac. For more information, call: SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455. Room locations and Live Chat is available on the SSTC website.



Student Information Center: WaveNet Central (WNC)

WNC offers to all students the following **free** resources:

1. **Getting around HGTC**: General information and guidance for enrollment!
2. Use the [Online Resource Center \(ORC\)](#) for COMPASS support, technology education, and online tools.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.

Visit the WNC website: [Wavenet Central](#). Live Chat and Center locations are posted on the website. Or please call one of the following locations: WNC Conway, 349-5182; WNC Grand Strand, 477-2076; and WNC Georgetown, 520-1473.

Student Testing:

Testing in an **online/hybrid** course may be accomplished in a variety of ways:

- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms

Furthermore, tests may have time limits and/or require a proctor.

Proctoring can be accomplished either face-to-face at an approved site or online through RPNOW, our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of the HGTC's Testing Center webpage.

The **Instructor Information Sheet** will have more details on test requirements for your course.

Disability Services

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to Jocelyn Williams, Director of Student Development on the Conway Campus Jaime Davis, Counselor/Advisor on the Georgetown Campus or Kristin Griffin, Counselor on the Grand Strand Campus. These individuals will review documentation of the student's disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

Statement of Equal Opportunity/Non-Discrimination Statement

Horry Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, gender, national or ethnic origin, age, religion, disability, marital status, veteran status, sexual orientation, gender identity, or pregnancy in educational programs and/or activities.

Title IX Requirements

Horry Georgetown Technical College prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. Any student who believe he or she has experienced or witnessed discrimination including sexual harassment, domestic violence, dating violence, sexual assault or stalking is encouraged to report such incidents to one of the College's Title IX Coordinators.

*Faculty and Staff are required to report incidents to the Title IX Coordinators when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

Inquiries regarding the non-discrimination policies:	
Student and prospective student inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Associate Vice President for Student Affairs.	Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Associate Vice President for Human Resources.
Dr. Melissa Batten, AVP Student Affairs <i>Title IX Coordinator</i> Building 1100, Room 107A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5228 Melissa.Batten@hgtc.edu	Jacquelyne Snyder, AVP Human Resources <i>Section 504, Title II, and Title IX Coordinator</i> Building 200, Room 212A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5212 Jacquelyne.Snyder@hgtc.edu