

Hello and Welcome to Spring Semester!!

Intermediate Algebra, Math 0900, is a four-hour course that will focus on the study of the properties of the real number system, use of set notation, the use of symbolic language, algebraic and graphing methods of solving linear and quadratic equations, and an introduction to inequalities. The work load for this course will be challenging. Students should plan to spend at least **15–20 hours as a minimum every week** working on this course, including weekends. The first few weeks will be busier as you learn how to use the math software program, move around in the learning management system, and get a feel for what is expected of you. Throughout the semester, students will be logging into Canvas & *MyMathLab*, checking e-mail regularly, learning math content online and/or from the textbook on a regular basis, and completing homework problems online, typically 5 days a week, taking tests online every week or other week, and communicating electronically with the instructor on a regular basis. **This is an online course, NOT a self-paced course.**

This course will be conducted completely online with the exception of the midterm and final exams. Those two exams will be proctored exams. Students in Central Utah must take the midterm and final exams at the testing center on the Snow College Campus (Ephraim or Richfield). Students who live outside of Central Utah must arrange for and have a proctor approved through your instructor. This must be done by the **second week** of the semester or you will be expected to take the exams at one of the Snow College Testing Centers. (For more information regarding obtain a proctor, click on the link in Canvas to download the proctor request form and instructions.) Dates and times of the exams are posted on the course syllabus and on the instruction schedule.

There are several things you need to do to be ready to start this online course. Please complete the following items below to begin:

1. Click on the **Welcome** tab found on the home page in Canvas. Carefully read through the information found on that page. As you read through the ten **Questions to Ponder**, honestly answer those questions to access your readiness for this course. (If you decide this online course is not for you, please contact me by email ASAP. I have a long waiting list of students who are eager to take this class!)
2. Click on the **Syllabus** tab found on the home page in Canvas. Print a copy AND carefully read through the syllabus in its entirety.
3. Click on the **Instruction Schedule** tab found on the home page in Canvas. Print a copy AND carefully review due dates for homework, quizzes, module tests, and the midterm and final exams. (Keep a copy of this document near your computer so you don't miss any important deadlines.)
4. Click on the ***MyMathLab Registration Instructions*** tab found on the home page in Canvas. (This should open a new browser tab with step-by-step instructions for

registering for *MyMathLab*.) Then click on the *MyMathLab* tab on the home page in Canvas. Use the instructions to set up an account to gain access to *MyMathLab*. (If you need Technical Support call 1-800-677-6337.)

5. After completing 1 through 4, send me an e-mail through the "Inbox" on the upper right corner of the page (or send to: cindy.alder@snow.edu) with the following information:

- Full name. (Include your preferred name if different.)
- Email where I can reach you.
 - Yes, or No if I can share that email with other students in the course
- Student number.
- Telephone numbers where I can reach you.
- Mailing Address.
- If you will be testing in Ephraim, Richfield, or by a proctor.
- The best time to reach you by telephone.
- A little about you and your family.
- Your experience with online courses.
- 3 things that are unique about yourself.

IF I DO NOT RECEIVE A RESPONSE BY WEDNESDAY, AUGUST 19TH, YOU MAY BE DROPPED FROM THE COURSE.

"Still have questions?"

Any course-specific questions should be **posted** in the discussion board in *Canvas*. Please realize that if YOU have a question, it is likely that others have similar questions. If you have a question of a personal/confidential nature, please e-mail me directly through the "Inbox" on the upper right corner or your Canvas page (or send to: cindy.alder@snow.edu).

Class "officially" begins on Wednesday, August 19th, but feel free to begin to orient yourself to the online course environment, including Canvas and *MyMathLab*. Also, throughout the course I welcome you to work as far ahead as possible!

I look forward to seeing you all online! Good Luck!

Cindy Alder

Assistant Professor of Mathematics



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