

College Algebra/Math 1100.770/Fall 2026

Instructor Information

Name	Emmy Richardson
Office location	GAB 479
Tutoring hours	Tuesdays 11:15am-12:15pm in GAB 479 and Thursdays 11:15am-12:15pm in SAGE 120a
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Connect with me through email and/or by attending office hours. Office hours offer you an opportunity to ask for clarification or find support with understanding class material. Come visit me! I encourage you to connect with me for support. During busy times, my inbox becomes rather full, so if you contact me and do not receive a response within one business day, please send a follow up email. A gentle nudge is always appreciated.

Course Description, Structure, and Objectives

Course Title	College Algebra
Course Number	MATH 1100
Course Section	770
Class meeting time	Tuesday/Thursday from 9:35am to 10:55am in Sage Hall, Room 355
UGMT Course	Monday/Wednesday from 9:35am to 10:55am in Hickory Hall, Room 252
Course Description	Designed to build technical proficiency in algebra for students who will need strong algebra skills in a higher-level mathematics course. Study of polynomial, radical, rational, logarithmic, and exponential functions with applications; building functions from data; systems of equations. Note that MATH 1100 at UNT does not satisfy the mathematics component of the core curriculum. Students who feel they acquired solid algebra skills in high school are strongly encouraged to take the mathematics placement exam to begin in a higher-level mathematics course.
Course Pre-Requisites	Two years of high school algebra and one year of geometry, and consent of department. A grade of C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses.
Course Objectives	Upon successful completion of this course, students will: 1. Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, and inverses. 2. Recognize and apply polynomial, rational, radical, exponential, and logarithmic functions and solve related equations. 3. Apply graphing techniques. 4. Evaluate all roots of higher degree polynomial and rational functions. 5. Recognize, solve, and apply systems of linear equations using matrices.
Course Structure	This is a 16-week course that meets face-to-face in a classroom two times a week (four, including the UGMT section). We will treat this as a course that meets four days a week. The course will cover 5 modules and you will be assessed by completing 3 exams and a cumulative final exam.

Preparing for Your Next Math Course

Your performance in MATH 1100 helps determine your next mathematics course. Students who earn an A or B in MATH 1100 are eligible to progress directly to MATH 1650. Students who earn a C will continue through the slower precalculus/calculus sequence. Because your performance in this course can affect your path through subsequent mathematics courses, you are strongly encouraged to stay current with assignments, seek assistance early when needed, and work toward mastery of the course material rather than simply earning a passing grade.

Calculator Policy

Calculators are not allowed in this course. Occasionally, you will be asked to use a scientific calculator on your homework.

Course Technology & Skills

Minimum Technology Requirements

- Access to a Computer
- Reliable internet access
- [Canvas Technical Requirements](https://clear.unt.edu/supported-technologies/canvas/requirements) (<https://clear.unt.edu/supported-technologies/canvas/requirements>)

Computer Skills & Digital Literacy

- Using Canvas
- Using email with attachments
- Scanning documents and saving as PDF

Online Course system

The University is committed to providing a reliable online course system to all users. However, part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk

[UIT Help Desk](http://www.unt.edu/helpdesk/index.htm) (<http://www.unt.edu/helpdesk/index.htm>)

Email

helpdesk@unt.edu

Phone

940.565.2324

Phone hours

Sunday: noon – midnight
Monday-Thursday: 8am-midnight
Friday: 8am-8pm
Saturday: 9am-5pm

In Person

Sage Hall, Room 130

Walk-in Availability

8am – 9pm

Laptop Checkout

8am – 7pm

Canvas technical requirements

For additional support, visit [Canvas Technical Help](https://community.canvaslms.com/docs/DOC-10554-4212710328) (<https://community.canvaslms.com/docs/DOC-10554-4212710328>)

Early Math Support Lab

Location	Sage Hall, Room 120A
Days/Hours	Monday – Thursday: 11:15 am – 5 pm
Additional information	Early Math Support Lab

UNT Math Lab

Location	Sage Hall, Room 130
Days/Hours	Monday – Thursday: 10am – 7pm Friday – Saturday: 10am – 2pm
Additional information	UNT Math Lab

Assessment

Evaluation components include activities, attendance, homework, module exams, and the final exam.

Description of each component follows

- Homework Worksheets – 15%
- Formative Assessments – 10%
- Attendance & Activities – 10%
- Exam 1 (Modules 1 and 2,) – 15%
- Exam 2 (Modules 3) – 15%
- Exam 3 (Modules 4) – 15%
- Final Exam – 20%

Course Grade

Your course grade is determined by your performance on the graded items. Unfortunately, there will be no opportunity for extra credit, nor will the grades be curved. Your grades will be posted in Canvas Grades.

Grades are based on mastery of the content. As a rule, I do not grade on a “curve” because that is a comparison of your outcomes to others. I do, however, encourage you to find opportunities to learn with and through others. Maximize your learning with our coaching staff at the Learning Center. Focus on areas where you are struggling in this course by attending scheduled study group sessions with me the week before each exam. I look forward to working together!

- A [90, 100+),
- B [80, 90),
- C [70, 80),
- D [60, 70)
- F: [0, 60)%,

Homework

Students will complete worksheets both inside and outside of the classroom. Working through the material on the worksheets is essential for learning and developing the math skills that are the objectives of this course. Students will regularly be assigned homework and will usually have 48 hours to complete the assignment and turn into the instructor. At the end of the term, three (3) lowest grades will be dropped from the calculation of the homework worksheet average.

Assessments

Assessments will be given throughout the semester to provide opportunities to demonstrate understanding of course concepts outside of the major exams. This category may include individual quizzes, group quizzes, projects, and other assigned assessments.

Some assessments may be completed collaboratively, while others will require individual work. Specific instructions, expectations, and submission requirements will be provided for each assessment.

Assessments are intended to help you identify areas of strength and areas that may require additional practice before major exams.

Attendance & Activities

Regular attendance and active engagement are important components of success in this course. The Attendance & Activities portion of your grade recognizes both your presence in class and your engagement with the learning process. Students are expected to treat this course as a lecture class that meets 4 days a week. That means attendance of the UGMT section is required. Missing days that we meet for the UGMT course will affect your overall attendance grade.

Attending the math lab and actively engaging in course material for at least one-hour sessions can excuse absences when calculating your final attendance grade at the end of the semester.

Activities may include guided practice, collaborative work, brief learning checks, reflections, or other assignments designed to reinforce course concepts. Some activities will be completed during class, while others may be assigned through Canvas and completed outside of class.

In-class activities must be completed during the class meeting in which they are assigned and cannot be made up. If you are absent, you will not be able to earn credit for an in-class activity completed during that class meeting. Canvas activities completed outside of class will follow the due dates and submission requirements posted with the individual assignment.

Students are responsible for monitoring Canvas and keeping up with all assigned activities, including those that may be completed outside of regularly scheduled class meetings.

Exams

There will be three (3) exams given during the semester. There are no retakes on exams.

Final Exam

The Final Exam is comprehensive and will test the student's math skills on all content covered throughout the entire semester. This exam will be taken during the last week of classes at the time specified in the official [Final Exam Schedule](#).

Final Exam Grade Replacement

The comprehensive Final Exam provides students with an opportunity to demonstrate growth and mastery of the course material at the end of the semester.

If your Final Exam percentage is higher than your lowest Exam 1, Exam 2, or Exam 3 percentage, your Final Exam percentage will replace your **one lowest exam percentage** when calculating your final course grade.

The Final Exam will still count separately as the Final Exam portion of your course grade. In other words, when a replacement is applied, the Final Exam percentage will be used both:

- as your Final Exam grade, and
- as the replacement for your one lowest Exam 1, Exam 2, or Exam 3 grade.

The replacement applies to **only one exam grade**. If you have more than one low or missed exam, the Final Exam cannot replace multiple exam grades.

The replacement will be applied only when it improves your overall course grade. If your Final Exam percentage is lower than your lowest regular exam percentage, no replacement will be made.

Example: If your exam grades are 62%, 78%, and 85%, and you earn an 88% on the Final Exam, the 88% Final Exam grade will replace the 62% exam grade. The 88% will also remain your Final Exam grade.

This policy is intended to recognize improvement and provide an opportunity to demonstrate mastery of material that may have been challenging earlier in the semester. It does not provide an additional exam attempt or replace the expectation that students complete all scheduled exams.

Course Policies

Academic Dishonesty

Cheating will not be tolerated. Any student found cheating will receive a zero on the assignments; and may receive an F for the course, if found cheating on an exam. A report will be filed with the Office of Academic Integrity. Cheating includes, but is not limited to, discussing exam items with any student currently enrolled in this course; posting exam items and/or exam-related questions on messaging apps; accessing notes, textbook, or ANY source of help during a test AND providing help as well.

The [Academic Integrity Policy \(PDF\)](#) states: According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

ADA Policy

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time; however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website (<https://studentaffairs.unt.edu/office-disability-access>). You may also contact ODA by phone at (940) 565-4323.

Attendance/Active Participation

Research has shown that students who attend class are more likely to be successful. You should attend every class unless you have a university excused absence such as active military service, a religious holy day, or an official university function as stated in the [Student Attendance and Authorized Absences Policy \(PDF\)](#) (<https://policy.unt.edu/policy/06-039>). If you cannot attend a class due to an emergency, please let me know. Your safety and well-being are important to me.

In this class, attendance means physically attending class and staying actively engaged in discussions, along with taking notes. As a side note, I have great respect for students who are balancing the demands of their coursework along with the responsibilities of life beyond the classroom. However, if you run into challenges that cause you to fall behind in class, please contact me immediately so we can work together, as there may be resources available to assist and support you.

Examination Policy

There will be three (3) module exams and one (1) final exam during the semester. Keep a record of all your scores. Be sure to review your module exams once it has been reviewed by the instructor and officially graded.

Examination Etiquette

Exams will be taken in the classroom during our regular class meetings. When it is time for the exam, the following lists the expectations:

- Place all papers, textbooks, notes, etc. in a backpack or a book bag and close it securely.
- Turn off/remove all electronic devices (unless medically necessary); this includes cell phones, headphones, laptops, smartwatches, etc.
- Handling of ANY such electronic devices during an exam will be construed as cheating (receiving unauthorized aid) and may result in a zero for that exam.
- Do not wear hats or caps with brims during exams.
- Do not share any materials during an exam. This includes, but is not limited to pencils, erasers, calculators, etc.
- Have only the exam, pencil(s), and an eraser out during an exam. There will be space to show work on the actual exam.
- You will not be permitted to have any of your own scratch paper during an exam.

Unauthorized Aids During Examinations and Assessments

Students may use only those materials and resources that are expressly authorized by the instructor for a particular examination or assessment. Touching, holding, or accessing any unauthorized aid during the examination period constitutes a violation of the Student Code of Conduct, regardless of whether the aid is used.

Any item that may be considered an unauthorized aid must be kept out of view and in a closed container (e.g. zipped backpack, buttoned purse, etc.) during the entirety of the examination or assessment.

Unless specifically authorized in writing by the instructor, prohibited aids include, but are not limited to:

- Mobile phones and smartphones
- Smartwatches and fitness trackers with communication, recording, or internet capabilities
- Tablets, laptops, and other computing devices
- Earbuds, headphones, and other audio devices
- Smart glasses, cameras, recording devices, and wearable technology
- Artificial intelligence (AI) tools, chatbots, and other generative AI technologies
- Notes, textbooks, study guides, formula sheets, or reference materials
- Any other device, material, or resource not expressly permitted by the instructor

Students are responsible for clarifying any questions about permitted materials before the examination begins.

Missed Exam Policy

- **Early Exam:** If you have a known conflict with a scheduled exam date, you are strongly encouraged to request to take the exam early. Requests must be emailed to the instructor at least one week prior to the scheduled exam date. This allows sufficient time to make the necessary arrangements. Students are responsible for communicating any known conflicts as early as possible.
- **University excused absence:** If you are unable to arrange to take an exam early and have a university-excused absence, such as active military service, observance of a religious holy day, or participation in an official university function as defined by the Student Attendance and Authorized Absences Policy, you must contact the instructor and make up the missed exam within two (2) business days of returning to campus.

- **Unexcused absence:** If you miss an exam due to an unexcused absence, a grade of zero will initially be recorded for the missed exam. There are no make-up exams for unexcused absences. At the end of the semester, your Final Exam percentage will replace the zero earned for **one (1) missed exam**. There is **no cap** on the replacement grade; the percentage earned on the Final Exam will be used as the replacement grade.
- The Final Exam Grade Replacement may be used for only **one (1) exam**. If you miss more than one exam due to unexcused absences, any additional missed exams will remain grades of zero.
- A grade of zero assigned as a result of academic dishonesty or an academic integrity violation is **not eligible** for Final Exam Grade Replacement.
- Please note that the Final Exam still counts separately as the Final Exam portion of your course grade. When the replacement policy is applied, the Final Exam percentage is used both as your Final Exam grade and as the replacement for the one eligible missed exam.

Late Work Policy

UNT is a community of dreamers and doers who pursue excellence in everything. With that in mind, students are expected to complete and submit coursework by the posted due dates. Staying current with assignments is especially important because the material in this course builds from one topic to the next.

Worksheet Assignments and Late Work:

Worksheets should be completed and submitted by the posted due date. However, students may submit late worksheets **up to one week after the posted due date** for reduced credit. Once the corresponding extended date has passed, worksheets will no longer be accepted for credit.

Late worksheets are eligible for a **maximum grade of 80%**. This is a grade cap rather than a 20% deduction. For example, a student who earns a 95% on a late worksheet will receive an 80%, while a student who earns a 72% will receive a 72%.

The late-work period is intended to provide some flexibility while still encouraging students to complete the practice before they are assessed on the material. Students are strongly encouraged to begin assignments early and meet the original posted deadlines.

Technical difficulties, scheduling conflicts, or other unexpected circumstances are much easier to address when they are communicated before an assignment deadline.

Important Dates

Date	Importance of date
Aug 17	Classes Begin
Aug 28	Census Date
Sep 7	Labor Day Holiday
Nov 6	Last day for a student to drop a course with a W.
Nov 7	Beginning this date, a student who qualifies may request an Incomplete, with a grade of I.
Nov 23 – 29	Thanksgiving Break
Dec 2 – Dec 3	Pre-Finals Days
Dec 3	Last Regular Class Meeting
Dec 4	Reading Day (no classes)

Emergency Notification and Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university

closure, please refer to Canvas for contingency plans for covering course materials. [Emergency Notifications and Procedures Policy \(PDF\)](https://policy.unt.edu/policy/06-049) (<https://policy.unt.edu/policy/06-049>).

Changes to Syllabus

Changes made to the syllabus will be posted as an Announcement in Canvas, so make sure that notifications in Canvas are set correctly.

Weekly Modules/Schedule of Due Dates

Week	Date	Updated Topics
Week 1	8/17/2026	Syllabus & Welcome Pre-Assessment Review: Fractions, Order of Operations, & Lines
	8/18/2026	M1A: Representations & Characteristics
	8/19/2026	M1A: Representations & Characteristics (continued)
	8/20/2026	M1B: Operations on Functions
Week 2	8/24/2026	M1B: Operations on Functions (continued) Individual Quiz
	8/25/2026	M1B: Operations on Functions (continued)
	8/26/2026	M1C: Intro/Review to Graphing and Transformations
	8/27/2026	M1C: Intro/Review to Graphing and Transformations (continued)
Week 3	8/31/2026	M1C: Intro/Review to Graphing and Transformations (continued)
	9/1/2026	Review: Solving Linear Equations & Inequalities and Notation Group Quiz
	9/2/2026	M2A: Linear Equations & Inequalities
	9/3/2026	M2A: Linear Equations & Inequalities (continued)
Week 4	9/7/2026	Labor Day - No Classes
	9/8/2026	M2A: Linear Equations & Inequalities (continued)
	9/9/2026	Review: Definition of absolute value
	9/10/2026	M2B: Absolute Value Equations & Inequalities
Week 5	9/14/2026	M2B: Absolute Value Equations & Inequalities (continued)

	9/15/2026	M2B: Absolute Value Equations & Inequalities (continued) Individual Quiz
	9/16/2026	M2C: Piecewise Functions
	9/17/2026	M2C: Piecewise Functions (continued)
Week 6	9/21/2026	Review Activity
	9/22/2026	Exam 1 (M1 & 2)
	9/23/2026	M3A: Complex Numbers
	9/24/2026	M3A: Complex Numbers (continued)
Week 7	9/28/2026	Review: Factoring
	9/29/2026	M3B: Quadratics
	9/30/2026	M3B: Quadratics (continued)
	10/1/2026	M3B: Quadratics (Continued)
Week 8	10/5/2026	M3C: Polynomial Characteristics
	10/6/2026	M3C: Polynomial Characteristics (continued) Individual Quiz
	10/7/2026	M3C: Polynomial Characteristics (continued)
	10/8/2026	M3D: Polynomial Theorems & Applications
Week 9	10/12/2026	M3D: Polynomial Theorems & Applications (continued)
	10/13/2026	M3D: Polynomial Theorems & Applications (continued)
	10/14/2026	M3E: Radical Equations
	10/15/2026	M3E: Radical Equations(Continued)
Week 10	10/19/2026	Review Activity
	10/20/2026	Exam 2 (Module 3)
	10/21/2026	Review: Fractions, Rational Expressions, & Simplifying Common Factors
	10/22/2026	M4A: Rational Equations
Week 11	10/26/2026	M4A: Rational Equations (continued)
	10/27/2026	Review: Exponents
	10/28/2026	M4B: Exponential Functions

	10/29/2026	M4B: Exponential Functions (continued) Individual Quiz
Week 12	11/2/2026	M4B: Exponential Functions (continued) Individual Quiz
	11/3/2026	M4C: Logarithmic Properties
	11/4/2026	M4C: Logarithmic Properties (continued)
	11/5/2026	M4D: Logarithmic Functions & Equations
Week 13	11/9/2026	M4D: Logarithmic Functions & Equations (continued)
	11/10/2026	Review Activity
	11/11/2026	Exam 3 (Module 4)
	11/12/2026	M5A: Solve Systems Using Elimination, Substitution, & Graphing
Week 14	11/16/2026	M5A: Solve Systems Using Elimination, Substitution, & Graphing (continued)
	11/17/2026	M5B: Solve Systems Using Matrices
	11/18/2026	M5B: Solve Systems Using Matrices (continued) Individual Quiz
	11/19/2026	M5B: Solve Systems Using Matrices (continued)
Thanksgiving Break	11/23/2026	Thanksgiving Break!
	11/24/2026	Thanksgiving Break!
	11/25/2026	Thanksgiving Break!
	11/26/2026	Thanksgiving Break!
Week 15	11/30/2026	M5B: Solve Systems Using Matrices (continued) Brief Review (to get students back up to speed after break)
	12/1/2026	Group Quiz
	12/2/2026	Final Exam Review
	12/3/2026	Final Exam Review
Week 16	12/10/2026	Final Exam at 8am

Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

UNT Policies

In addition to standards for success in courses, there are UNT policies and procedures in place to support students. You can access these policies in Navigate ([Navigate.unt.edu](https://navigate.unt.edu)), in Canvas under the Help menu, in EIS, and on the [Student Support Services & Policies](#) page, which includes:

- Policies include:
 - Prohibition of Discrimination, Harassment and Retaliation, Academic Integrity Policy, ADA Policy and Retention of Student Records
- Student Expectations and Preferences include:
 - Acceptable Student Behavior, Use of Student Work, Important Notice for F-1 Students Taking Distance Education Courses, Student Verification
- Student Wellness and Academic Resources include:
 - Survivor Advocacy, Mental Health, Technical Assistance, Academic Support Services and Additional Student Support Services
- Communications include:
 - Eagle Connect, Emergency Notification and Student Evaluation Administration Dates

Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
- Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual's experiences.
- Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!"
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Avoid using "text-talk" unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.