

**Room:** Founders' Hall 151 (East)

**Office:** Founders' Hall 160A (East)

**Office Hours:** MTWTh 2:00-3:15

**Textbook:** Elementary and Intermediate Algebra (7th)  
by Bittinger, Ellenbogen, Johnson\*

**Instructor:** Mrs. Heidi Meyer

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\**The MyMathLab packet is required with the text.*

<u>Grade Components</u>		<u>Grade Scale</u>
homework	= 20% of the grade	90% & up = A
quizzes	= 15% of the grade	80% – 89% = B
tests	= 40% of the grade	70% – 79% = C
final exam	= 25% of the grade	60% – 69% = D
		below 60% = F

**Final Exam:** The final is worth 25% of the final grade and will be held in our regular classroom. For section 6964, the exam is Wednesday, May 1 beginning at 10:00am. For section 6913, the exam is on Monday, April 29 beginning at 1:00pm. The final is cumulative. **NOTE:** During finals week, classes do not meet and office hours are not held, so be sure to get all your questions answered during the 15 weeks that precede finals week.

**Tests:** There will be 4 midterm tests, each one of the four worth 10% of the overall class grade. These cannot be made up. If you have an emergency on the day of a midterm test, I will replace your missing midterm grade by the percentage you earn on the final exam (one time). If you know ahead of time that you will not be able to be in class on the day of a test, talk with me in advance so we can try to work out an arrangement for you to take that test.

**Quizzes:** Quizzes will be given throughout the semester. Some will be given online through MyMathLab; others will be given in class. Quizzes account for 15% of your overall class grade. Quizzes cannot be made up.

**Homework:** *Homework is an essential component of your learning in this course.* This is where you truly make the learning your own. Homework will be done through the MyMathLab program online. The ID you need to use in order to access the homework will be given to you on the first day of class. You can connect to MyMathLab from my website or by going directly to <http://www.mymathlab.com/> There is a lot of support for you through this site - including help on problems, example problems, video clips of certain concepts, etc. You have unlimited attempts at each problem, so you should be able to get 100% for your homework grade. **As you do your homework you should write out the problem and your work on paper and keep it organized in a binder or folder.** This will give you a good resource to use in order to review for quizzes and tests; it will also help you by providing something concrete to use for asking questions in class or during office hours or at the tutoring center.

### COURSE OUTLINE, OBJECTIVES AND SLO's

The course outline, objectives and SLO's are available under the Math 90 link on my website. Check it out to see the scope of the material we will be covering and what you will be expected to know by the end of the course.

## CLASS EXPECTATIONS

**RESPECT FOR OTHERS** - This classroom is intended for the learning of mathematics. Distractions such as conversations, cell phone use of any kind (including texting), arriving late or leaving early are not helpful to your learning process, and they are disrespectful to your fellow classmates. Respect yourself and others by maintaining a distraction-free environment.

**ACADEMIC HONESTY** - Your grade is intended to be a reflection of what you have learned about this subject and how well you can demonstrate that learning. If cheating occurs it will be dealt with as college policy dictates, the minimum outcome being a zero score. Depending on the nature of the offense the dean and vice president of instruction may be notified, you may receive an F in the class and/or you may be removed from the course or the college. Do not take this risk.

**SEEKING SUCCESS** - The assumption is that you are here to succeed, so the expectation is that you will do what is necessary to achieve that. See the following two sections of this syllabus.

## MINIMUM REQUIREMENTS FOR SUCCESS

proper placement in this class

daily class attendance

paying attention while in class

keeping up with your homework, checking your answers, and correcting your mistakes

seeking help as soon as it is needed

spending *at least* 2 hours of *quality* time on math outside of class for every hour in class (which is a standard expectation across all college level courses and is known as the “Carnegie Unit”)

## RESOURCES FOR SUCCESS

**FREE TUTORING** is available at both of MJC’s libraries.

It is a good idea to form a **STUDY GROUP** with others in the class.

Your **MyMathLab** site has resources to assist you - including built-in homework help.

There are also free **ONLINE TUTORING** sites such as Khan Academy.

We have a Supplemental Instruction Leader for our class, so **SI sessions** will be available to you!

Don’t be shy! Ask **QUESTIONS** during class, at office hours or through my email.

## FINAL NOTES

I consider this **syllabus** a contract but reserve the right to make *necessary* changes.

Keep in touch with me about necessary *absences* so that I do not mistakenly **drop** you. You may be dropped after 4 or more absences (equivalent to a full week of class!). If you decide to withdraw, it is your responsibility to do so through **admissions**.

**\*\*KEEP** all of your returned quizzes and tests! I do enter your grades very carefully, but if I make an error the only way it can be fixed is if you can prove to me, by showing me your grade, that I made an error and what it was. Also, your quizzes and tests can be used as excellent study guides for the final.

If you have a **documented disability**, bring me your information as soon as possible so that I can help you access the accommodations you need.

You will need a scientific **calculator** for this class. These can be borrowed for free at an MJC library. Bring your calculator with you to class so that you can get comfortable with using it before tests and quizzes. You will be allowed to use calculators on **SOME** tests and quizzes but not others, depending on the topics being tested. Be sure to use your calculator *appropriately* throughout the semester so that it helps you but also so that you do not become dependent on it.

**BEGIN WITH THE END IN MIND!**