

## Course Syllabus – MA 100 Intermediate Algebra

**Class Time and Location:** 4:00 PM, M T W R , Rm. Jamrich - 207

Instructor: Roger Contois ([rcontois@nmu.edu](mailto:rcontois@nmu.edu))  
Office and Phone: NSF – Room 1005; 227-1513 or 227-2020  
Home phone (evenings only) 228-8211  
Office Hours: 11 AM until 12 PM: M T R. 5 – 6 PM – M W  
Others by appointment

### Required materials:

Text: *Understanding Intermediate Algebra: A Graphing Approach*, Hirsch & Goodman

### Prerequisites:

MA 090 or equivalent passed with C- or better, or satisfactory score on the math placement exam

### Requirements:

1. Attendance is required and will be taken daily. If you have more than 4 unexcused absences\* and your final average is on the borderline, you will receive the lower grade. In case of an illness or other emergency that would result in class absence, you will be responsible for keeping up with assignments.
2. Homework will be assigned daily and must be completed daily to get full benefit of the course. I suggest you keep homework problems in one notebook and class notes in another. Show work whenever possible. Answers without work are usually not acceptable and may not receive full or even partial credit.
3. Quizzes will be given often (and not necessarily announced) and there may be group-work problems, and graded take-home assignments that together will account for an equivalent of 1 exam. Quiz questions will often come directly from homework assignments and your homework notebook is the **only** access you will have to those problems. **(So, do your homework in a notebook separate from your book and class notes!)** No make-up quizzes will be given even for excused absences.
4. There will be 5+ tests given during the semester. Tests will cover reading, homework, and concepts discussed in class. You must take tests at their scheduled times and **no make-up is possible for any test unless you notify me before test time.** A documented excuse upon your return is necessary in order to take a make-up test.
5. There will be a comprehensive final exam during the last week of class and will be equivalent to 2 tests.

\*If you call to explain the absence, it may be considered an “excused” absence.

### Approximate Grading Scale:

A: 90-100%; B: 80-89%; C: 70-79%; D: 60-69%; F: <60%

Note: Most of the assessment is through written work. However, instructor observations of individuals in the group-work process may play a minor role in evaluation.

**Material to be covered:**

Chapters 1 through 10 of text.

**Other Notes:**

The Math Lab will be open by the second week of the semester. The schedule will be posted on the door of the Math Lab as well as in the Math Office. All-Campus Tutoring service usually begins the third or fourth week of the semester, but they have a limited number of math tutors since that service provides tutors in all subjects. However, All-Campus Tutoring is available in the evening hours when the Math Lab is typically closed.

I prefer you see me before or after class (or during office hours) if you have questions or concerns about the material or the class, in general. If you need to see me at other times, you will have to get in touch with me to make an appointment.

If you have a need for disability-related accommodations or services, please inform the Coordinator of Disability Services in the Disability Services Office at 1104 University Center (227-1737). Reasonable and effective accommodations and services will be provided to students if requests are made in a timely manner, with appropriate documentation, in accordance with federal, state, and University guidelines.