Course Syllabus – MA 100 Intermediate Algebra – Fall 2003

Class time and location : 9:00 MTWR Jamrich 201

Instructor : Richard Balding
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Office hours : By appointment

Course Objective :

This course is designed for students who need a good review of their high school algebra (usually before taking one of the college algebra courses).

Requirements :

1) Attendance is required and will usually be taken. Excessive absences may result in drop in your grade. In case of an illness, you will be responsible for keeping up with class work and for notifying me if you want the absence excused. **On days of tests or quizzes (announced), you must call my voice mail or e-mail me before class to be excused.**

2) Homework will be assigned at the end of most classes. Most of the time the homework will not be collected, but it is essential to the learning of the material. Keep your assignments and notes in a looseleaf notebook, separate from the text. The best way to learn math is to do math.

3) Your final grade will be determined from a combination of the points achieved from your collected homework (if any), quizzes, tests and the final exam. Quizzes may be given frequently on small amounts of material. Quizzes may be announced or unannounced. Tests will be given at the end of chapters, and will be worth more than quizzes. The final will be the size and value of about one and a half tests.

Required Materials :

1) *Understanding Intermediate Algebra :* Fifth Edition, Hirsch & Goodman.

2) A graphing calculator or laptop program.

3) A notebook for class notes and homework.

Material to be covered :

We will cover most of chapters 1 – 8 (9 & 10 if time permits).

Grading Scale : (Approximate)

90 – 100 %	A's
80 – 89 %	B's
70 – 79 %	C's
60 – 69 %	D's
below 60 %	F

Extra Help :

Extra help is available from me (by appointment), the math study lab (WS3810) and the all-campus tutorial service (LRC 111H) . Don't wait until you fall behind before you seek help. Math builds on itself, catching up is very difficult, if you fall too far behind.

DISABILITY STATEMENT

If you have a need for disability-related accommodations or services, please inform your professor or the Office of Student Support and Disability Services at 1104 University Center (phone: 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.