

The main objective of this course is to develop mathematical skills, both in problem solving and critical thinking, that will serve as the foundation for subsequent mathematics courses and provide a valid experience in the mathematics that may be needed for other fields of study.

### **Requirements:**

1. Attendance is required and will be taken at each class period. If you have 2 or more 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 a class absence, you should email me or call me at the office. If you miss class, you will be responsible for keeping up with assignments.
2. Homework will be assigned in each class period and must be completed to get full benefit of the course. The course material is nontraditional and usually all of the problems in a section will be assigned. I suggest you keep homework problems in a “looseleaf” notebook, with problem set and date assigned noted on top, because I may collect homework at random several times during the semester. Your homework points (out of the total homework points) will count as one quiz grade. I expect you to take notes in class and these should be kept separate from your homework problems.
3. Quizzes will be given often, and there will be group-work problems and perhaps a few graded take-home assignments that together will account for 15% of the final grade. At times, quiz questions will come directly from homework assignments and your homework notebook is the **only** access you will have to those problems. (In other words, writing your homework solutions in your text is not advised.) Also, any corrections to problems should be made in your homework notebook, not in your class notes.) If you are absent on a quiz day, or when an assignment is due, call me before class time so that your grade will not be jeopardized.
4. There generally will be a test after each chapter and these tests will represent 70% of the final grade. If you cannot take an exam on exam day, you must notify me before the exam that you will be missing. A valid excuse is absolutely necessary in order to make up the exam. (I may request a written validation.)
5. There will be a comprehensive final exam during finals week and this will represent 15% of the final grade.
6. Approximately once a week, you will be assigned to a group to do exploration-type problems. The group may have to meet outside of class time to finish the work. Every student must participate in group work and I require a signature from each person when the group solution to the assignment is submitted. The problems will count as a quiz grade and each person in the group will get the same grade. These assignments will be due as announced in class.

### **Required materials:**

1. Text: *Beginning Algebra, Once and For All*, by Jane Jamsen and Gwen Hetler, Kendall Hunt, 2002.
2. Calculator: Any scientific calculator will do. A graphing calculator is optional.

60 - 69 % D's  
Below 60 % F

Note: The final exam will be held during the week of December 13.

**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 (WS 3810) 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 if you have any questions or concerns about the material or the class, in general, and I'll try to provide enough office time so that you can take advantage of my office hours. I also encourage you to use the services that are available as you need them.

If you have a need for disability-related accommodations or services, please inform the Coordinator of Disability Services in the Disability Services Office at 2001 C.B. Hedgcock (227-1700; TTY 227-1543). 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.