# Syllabus: MA 104:WS 3801

**Instructor:** **Mrs. Hewitt**
**Instructor Office Phone:** **227-1603**
**Email:** shewitt@nmu.edu **(Email me , before test absence )**
**Office Number:** **NSF 1113**

**Text:** **Applied College Algebra—a Graphing Approach Gareth Williams 2ND Ed.**
**We will cover the Review Chapter and most of Chapters 1-6 with an additional trigonometry unit.**

**Prerequisites:** **At least a C – in MA 100 or satisfactory score on Math Placement Exam**
**You must see me immediately if you do not meet these prerequisites**

**Classtime:** **M,T,W,R at 4:00 a.m. in West Science Bldg Room 3801**

**Additional supplies:**
**TI Interactive graphing software and calculator will be available on your ThinkPad.**
**A "graphing" calculator is helpful if you have access to one; but it is not required. I will use a TI 86 or TI 83+.**

**Attendance:**
**Attendance will be taken at the beginning of class. Late arrival may constitute an absence. Notify me of any attendance problems.**
**You are expected to show up for class promptly. Show any documented scheduling time problems immediately.**
**You are expected to be courteous in the classroom at all times.**
**You are expected to stay the entire period.**

**Homework:**
**There will be a daily homework assignment. You are expected to do all the Problems. Page number each assignment.**
**Show all work along with the answer. Plan on spending up to 2 hours per night on assignments. Notebook quizzes will be given.**
**(Notebook quizzes are quizzes in which you cqn use your notebook to help solve the problems.) Classwork in groups is given, too.**

**Make-up test**
**First, if you cannot make it to class the day of a test—due to a good reason--you must notify me by**

***email (shewitt@nmu.edu)***

***before*** **the test occurs-- to be eligible to make up the test.**
**Further written verification of your absence may be requested. It will be recorded—not counted—until such notification.**
**Secondly, you must contact me the day of your return to class and we will promptly schedule a time & place for the make-up of the test You will be given a test over the same content in then math department's make-up lab .**

**Sports students will present me with a absentee form before leaving for the sporting event.**

**Extra Credit Types**
**Approximate Attendance extra credit on pre-exam total:**

**0 or 1 absence= 3%; 2 absences= 2%; 3 absences= 1%**

**Absence means "not in class that day".**
**The percent is based on the pre-exam total points.**
**For extra credit homework or classwork assignments or quizzes, you must be present in order to receive credit for these assignments.**
**<u>No makeups for them.</u>**

**Grading:** **Approximate grading scale:**

**90-100 A's; 80-89 B's; 70-79 C's; 60-69 D's; below 60 F**
**-There will be tests covering up at least one chapter of material at a time.**
**-There will be quizzes. You may use your notes most often on quizzes.**
**-There will be group classroom assignments.**
**-There will be some extra credit assignments and the bonus attendance credit.**
**-You have to be present to do extra credit and classwork and quizzes.**
**-There will be a cumulative final exam.**

**Illness/Emergency:** **You are responsible for keeping up with assignments.**
**Email or call me if you have questions.**

**Extenuating circumstances:** **Please contact me privately. Do so quickly.**
**`** **Other options may be available. These will be evaluated on an individual basis.**

**Extra help:**

**See me during my office times or individually agreed upon special arrangements.**
**2:35-2:55 and 4:50-5:20 M, W, R,T**

**Math Lab** **(8 am to 4 pm M-R; 8am to 3pm F; West Science Room 3810.)**
**All Campus Tutoring** **(Available certain days and evenings for math, etc.)**

**Other campus help services--HUB , Academic, or Counseling.**

**Get help promptly. Do not wait until the night before the test.**

**DISABILITY SERVICES**

**If you have a need for a disability-related accommodation or services, please inform the Coordinator of Disability Services in the Disability office by: coming into the office at 2001 C.B. ; calling Hedgecock at 227-1700; or emailing disserv@nmu.edu. 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.**

**This course satisfies the Foundation of Natural Science/Mathematics requirement.**
**Students who complete this course should be able to demonstrate a basic understanding of mathematical logic; use mathematics to solve scientific or mathematical problems in college classes; express relationships in the symbolic language of mathematics; and appreciate the role of probability and statistics in analyzing natural phenomena.**