MA 090, Beginning Algebra **Ken Culp**

Prerequisite: AT LEAST a **B-** in OC080 or satisfactory Placement Test score.

Required materials:

- **Text**: Beginning Algebra: Once and For All, (New revision) Jamsen/Hetler (Kendall & Hunt).
- A scientific or graphing calculator, loose-leaf notebook, graph paper. As an alternate for the calculator, you may use the free TI Interactive software program that simulates a calculator on your notebook computer. This program is available at the Learning Resource Center Help desk.
- Pencil and eraser: REQUIRED for quizzes and tests.

Attendance:

Attendance is required and will be checked daily. In case of an illness or other emergency that results in class absence, you are responsible for keeping up with assignments. Do not assume that I know you are ill. **Since attendance affects your grade, documentation will be required for excused absences**. Use e-mail to let me know. Note also that being tardy twice will count as one absence.

Assignments:

Homework will be assigned daily and must be completed daily if you expect to make a reasonable grade in the course. I suggest you study your text with a highlighter and pencil handy. Highlight important ideas and note passages about which you have a question. Keep your class notes and homework in a loose-leaf notebook, not written in the text.

Occasionally you may be assigned to a group to do exploration-type problems. The group may have to meet outside of class to finish the work. Every student must participate in group work. A signature from each person in the group is required when the solution to the assignment is submitted. These assignments will be due as announced in class. Each member of a group earns the same grade that will count as a quiz. Participation of each individual will be a consideration. As with quizzes, it usually is not possible to make-up a missed group assignment.

Tests & Quizzes:

There will be a major exam over one chapter about every 2 weeks. Also 10 quizzes or so will be given worth 10 points each (see grading system below). Most quiz questions will be taken directly from your homework notebook so you will only have time to copy your answers from your notebook, not work the problems. You may not use your book during quizzes but may use your homework notebook. No make-up quizzes will be given. For students with fewer than 4 unexcused absences, the lowest quiz score will be dropped if doing so would improve the student's average. There will be a 100-point test after each of the first six chapters. Tests will cover reading, homework, and concepts discussed in class. No test scores will be dropped. You must take tests and quizzes at their scheduled times. No make-up is possible for any test unless you notify me **before** test time. A documented excuse is necessary in order to take a make-up test. Quizzes and tests are frequently given on Mondays, Fridays, or the day before or after a break. Grades on quizzes and tests are not "curved." The comprehensive final exam will be worth 200 points.

Class participation:

As noted above, if you want to succeed in this class, you need to do the work, attend class, and participate in class discussions. I will know those that are really trying and those that are not and it can affect your grade. If you are having trouble, I want you to ask for help and ask questions in class. **The only stupid question is the one you failed to ask and then missed a problem on a quiz or test!**

If you want to pass this class and are willing to make the effort, I will provide you whatever extra help is needed but you have to ask. If you are really trying hard, this will count in your favor as noted below in the grading system. **Truly, the more homework problems you do, the better grade you will make and the better prepared you will be for any future math class or any class that specifies this class as a prerequisite.**

Approximate Grading System (there may be more or less quizzes)**:**

10 quizzes or group projects (10 points each)	100 points
6 Chapter exams (100 points each)	600 points
Final Exam	200 points
Class participation, attitude, attendance and effort	50 points
Total:	950 points

Approximate Grading Scale:
A: 93↑ A-: 90↑ B+: 88↑ B: 83↑ B-: 80↑ C+: 78↑ C: 73↑ C-: 70↑ D+: 68↑ D: 63↑ D:60↑ F:59↓
To pass the course you must take all tests and the final exam unless you are exempted from the exam. A grade of AT LEAST **C** is required for registration in MA100.

Final Exam: Students who have missed no more than 3 hours of **excused** absences and 1 hour unexcused (or 4 hours **excused**) and have about an 83 average (**B**) or above after all quizzes and chapter exams may be allowed to skip the final and receive their current score as their grade in the class. If you do not meet these criteria, please don't ask to skip the final. Skipping the final is at the discretion of the instructor and an email will be sent that specifically excuses you from the final.

Contact Information:

Email	kculp@nmu.edu
Phone:	227-1841
Web Site:	http://euclid.nmu.edu/~kculp

Office Hours:

Office Hours (NSF 1005):	M W	11:00am - Noon.
(Others by request)	T	10:00am - Noon.
	R	8:00am - 8:50am; 11:00am - Noon.

Please let me know in advance when you need help. If you cannot meet me during my regualr hours, please let me know and we will schedule another time. Tape recording of class sessions is permitted; study groups are strongly recommended.

Final Commitment:

You and I are a team in this class with the same objective – for you to learn the material and to receive a passing grade in the class. However we must work together as a team. Your job on our team effort is to give all assignments your very best effort **AND** ask for help when needed. My job is to insure that you learn the material. Do you part as noted above and I commit that you will pass.

However, don't take my commitment as meaning you can pass with minimum effort; it won't happen. You are responsible for you and no one else. If you do not succeed, you can blame no one but yourself. Therefore, make a commitment to yourself at this very moment that this class is worth passing and that you will give it your best effort! **Together, as a team, you can expect an A!**

DISABILITY SERVICES

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.