

Fall 2008 MA 090 BEGINNING ALGEBRA (80721) 12 noon MTWRF WS3801
(80719) 1 p.m. MTWRF WS3801

Professor: (Ms.) Gwen Hetler

Office: NSF1308

Office phone: 227-1608 (audix)

e-mail: ghetler@nmu.edu

Office Hours: 11-12, 2-3: MTWR

Other times by appointment

Home phone: 942-7178 (6-10pm only)

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

Required materials:

Text: *Beginning Algebra: Once and For All*, Kendall/Hunt, Jane Jamsen and Gwen Hetler.

A scientific calculator (fraction key useful); a looseleaf notebook; pencil and eraser. *All* quizzes and tests must be written in pencil. NMU e-mail account which you check regularly. Laptops are not to be used during class unless you are taking notes. In this case, please e-mail them to me before leaving the room. Also, please turn off and stow other electronic equipment during class.

Attendance:

Daily attendance is expected and will be recorded. You should enroll in and pay for this course only if you have the time to devote to each class meeting and to completion of all assignments. You will not learn algebra by observation. We will NOT meet 5 days every week.

Assignments:

Homework will be assigned daily. I suggest you study your text with a highlighter and pencil handy. *Keep your class notes and homework in a looseleaf notebook, separate from the text.* I may request that homework notebooks be submitted on a test day. 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. A signature from each person in the group is required when the solution to the assignment is submitted. Each member of a group earns the same grade. It usually is not possible to make-up a missed group assignment.

Tests & Quizzes:

Quizzes will be given often and will be worth 10-50 points each. Some will be announced, some not. **At least one question per quiz may be taken from your homework notebook. You may not use your textbook for these questions.** No make-up quizzes will be given without prior arrangement. For students with fewer than 5 unexcused absences, the lowest quiz score will be dropped if doing so would improve the student's average. There will be 5-6 tests of 100 points each. Tests will cover reading, homework, and concepts discussed in class. Tests usually will be given on Fridays with extra time allowed. 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. Grades on quizzes and tests are not "curved." Only students who have taken all chapter tests will be admitted to the final exam. Thus, missing a test guarantees earning a failing course grade except in extremely unusual circumstances. The *comprehensive* final exam will be worth 200 points.

Approximate Grading Scale:

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

The grade you earn will depend upon the number of points you accumulate.

To pass this course you must take all tests. Your course grade will be based on your quiz, test, and final exam scores, bonus points, and attendance. Accumulating more than 4 unexcused absences may result in a lowering of your final grade. A grade of **AT LEAST C-** is required for registration in MA100.

Extra Help:

My office during office hours or by appointment Math Study Lab: WS3810 :227-1612

Tutoring: LRC 111H & HDG 3302.2: 227-2618; 103 Jacobetti: 227-2283.

Tape recording of class sessions is permitted; **study groups are strongly recommended.**

Fall 2008 MA100 INTERMEDIATE ALGEBRA (80728) 3 p.m. MTWRF WS1705

Professor: (Ms.) Gwen Hetler

Office: New Science Facility 1308

Office Hours: 11-12, 2-3: MTWR

Office phone: 227-1608 (audix);

Other times by appointment

e-mail: ghetler@nmu.edu

Home phone: 942-7178 (6-10pm only)

Prerequisite: AT LEAST a C- in MA090 or satisfactory score on Math Placement Exam.

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

Additional supplies: Scientific calculator (fraction key useful); additional graphing calculator will be useful, but you MUST have access to a calculator without algebraic technology. Laptops will not be used unless you are taking notes. In this case, please send them to me each day before leaving the class. All other electronic equipment must be turned off and put away.

Notebook for class notes & homework: looseleaf recommended.

Pencil and eraser: **REQUIRED** for tests and quizzes

NMU e-mail account which you check regularly.

Attendance: Daily attendance is expected and will be recorded. You should enroll in and pay for this course only if you have the time to devote to each class meeting and to completion of all assignments. You will not learn algebra by observation. We will NOT meet 5 days every week.

Assignments: **PLAN TO SPEND AN AVERAGE OF 2 HOURS ON EACH ASSIGNMENT.** If your schedule will not permit this much homework time, I recommend that you give serious consideration to withdrawing from the course.

Reading and problems will be assigned each day. In addition, you should take notes, including examples used, covering material presented in class. In doing homework, **SHOW YOUR WORK** for each problem assigned when possible. *Make corrections* as we discuss the problems. I may request that homework notebooks be submitted on a test day.

Tests & Quizzes: Quizzes will be given often and will be worth 10-50 points each. Some will be announced, some not. **At least one question per quiz may be taken from your homework notebook. You may not use your textbook for these questions.** No make-up quizzes will be given without prior arrangement. For a student with fewer than 5 unexcused absences, the lowest quiz score will be dropped if doing so would improve the student's average. There will be 5-6 tests, each worth 100 points. Tests will cover assigned reading, material presented in class, and concepts covered in homework. No test scores will be dropped. You must take tests and quizzes at their scheduled times. Most tests will be given on a Friday with extra time allowed. No make-up is possible for any test unless you notify me **before** test time. A documented excuse may be requested in order to take a make-up test. Only students who have taken all tests will be admitted to the final exam. Thus, missing a test guarantees earning a failing course grade except in extremely unusual circumstances. The *comprehensive* final exam will be worth 200 points.

Grades: To pass this course you must take all tests. Your course grade will be based on your quiz, test, and final exam scores and bonus points; accumulating more than 4 unexcused absences may result in a lowering of your final grade. Test & quiz grades are not curved.

The approximate scale is: A: 90-100%; B: 80-89%; C: 70-79%; D: 60-69%; F: < 60%.

A grade of **AT LEAST C-** is required for registration in MA103, MA104, or MA150.

A grade of **AT LEAST B-** is required for registration in MA105.

Extra Help:

My Office: during office hours or by appointment

Math Study Lab: WS3810: 227-1612 Jacobetti Center 103: 227-2283

All-Campus Tutorial Service: LRC111H & HDG 3302.2: 227-2618

Tape recording of class sessions is permitted; **study groups are recommended.**

If you have a need for disability-related accommodations or services, please inform the Coordinator of Disability Services in the Disability Services Office by: coming into the office at 2001 C. B. Hedgcock; calling 227-1700; or e-mailing 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.

week	Mon	Tues	Wed	Thur	Fri
1	8/25				first quiz
2	9/1 Labor Day no classes				first test MA100
3	9/8				first test MA090
4	9/15				
5	9/22				
6	9/29				
7	10/6				Conference Day: no classes
8	10/13				
9	10/20				
10	10/27				10/31 W drop deadline
11	11/3				
12	11/10				
13	11/17				
14	11/24		Thanksgiving Break — no classes		
15	12/1				
Final Exams	12/8	12/9 12-2 :MA090	12/10 2-4:MA100	12/11 12-2: MA090	12/12