Winter 2003 MA100 INTERMEDIATE ALGEBRA (11350) 12noon MTWRF WS3611
(11349) 3 p.m.

Professor: (Ms.) Gwen Hetler
Office: New Science Facility 1308 Office Hours: 1-3: MTWR
Office phone: 227-1608 (audix); Other times; by appointment
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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: Graphing calculator/laptop program, simple graph paper, straight-edge
Notebook for class notes & homework: looseleaf recommended.
Pencil and eraser: **REQUIRED** for tests and quizzes
E-mail account for receiving information sent to the entire class.

Attendance: Attendance is required and will be checked daily. You should enroll in and pay for this course only if you have the time to devote to class attendance every day and to completion of all assignments. Algebra is not learned by observation.

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 THE WORK for each problem assigned when possible. *Make corrections* as we discuss the problems. At least one question per quiz will be taken from your homework notebook.

Extra credit may be earned by doing homework problems on a transparency for discussion.

Tests & Quizzes: There usually will be at least one 10-20 point quiz each week. Some will be announced, some not. **NO MAKE-UP QUIZZES WILL BE GIVEN**. 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. 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. **Only students who have taken all tests will be admitted to the final exam**. This cumulative 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, group work, and final exam scores, extra credit, and attendance. More than 4 absences may result in a lowering of your final grade.

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 regular office hours or by appointment
Math Study Lab: WS3810
All-Campus Tutorial Service: Jamrich 225
Tape recording of class sessions is permitted; study groups are recommended.

If you have a need for disability-related accommodations or services, please inform your professor and 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.