

Syllabus: MA 100 Fall 2015

Instructor: Mrs. Hewitt
Math Office Phone: 227-2020 to leave a message. (Email is best.)
Email: shewitt@nmu.edu (Email me, before you have a test absence)
Office Number JXJ 2236

Text: Beginning and Intermediate Algebra: Miller O’Neill Hyde
(We will cover most of chapters 3 - 11 & possibly part of 12.)
Prerequisites: At least a C – in MA 090 or satisfactory score on Math Placement Exam
You must see me immediately if you do not meet these prerequisites.

Class time: TR at 5:30--7:40 p.m. in room WS1706. (TA Lab session 5:30-6:00.)

Additional software: There is a free graphing calculator software available for your laptop.
A “graphing” calculator is helpful if you have access to one;
but it is not required. I use a TI 86 or TI 84 or laptop

Attendance: Attendance will be taken at the beginning of class. Late arrivals will be recorded...Show me any documented tardy scheduling problems immediately.

Misc: You are expected to be courteous in the classroom at all times.
You are expected to stay the entire period.
If you have to leave before the end of class, confirm with me at the beginning.
Have computer lid down during class time. Exception: my computer lesson.

Homework: There will be a daily homework assignment.
Show all work along with the answer. Plan on spending up to 2 hours per class night on assignments. You will hand in some of the problems.
Take good notes in class. You may be allowed to use the notes
On some of the classwork and/or group quiz assignments.

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 before the test occurs to be eligible to make it up.

Email : shewitt@nmu.edu

Further written verification of your absence may be requested.
Secondly, you must contact me the day of your return to class and we will promptly schedule a time & place for the make-up test.
You will be given a test over the same content in the math department’s make-up lab . The test grade will be recorded—not counted—until such verification is received.

Sports students will present me with an absentee form before leaving for the sporting event. Your absences will be excused and the tests made up.

Extra Credit Types

Approximate Attendance extra credit of pre-exam total:

0 or 1 absence= 3%; 2,3 absences= 2%; 4 absences= 1%

“Absence” means “not in class that day”— exceptions include documented hospital stay, death/illness in an immediate family. NMU sports, and the like.

The bonus 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 .

No makeups for the classwork and/or quizzes and/or bonus homework.

Excused missed classwork assignments will not count against your grade.

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 to 2 chapters of material at a time.

-There will be quizzes. You may use your notes most often for quizzes.

-There will be group classwork 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 covering chapters one through eight.

Illness/Emergency:

You are responsible for keeping up with assignments.

Email Mrs. Hewitt or call the math office or see me if you have questions.

Extenuating circumstances:

Please contact me privately. Do so quickly.

Other options may be available to you. These will be evaluated on individual basis.

Extra help:

See me before or after class for extra help. Other times may be arranged Individually with me. It is up to you to ask.

Other help places are listed below.

--TA Lab Session for anyone 5:30-6:00 in WS 1706 plus TA tutoring hours. Mandatory for those under 70%.

Office for extra help is WS JXJ 2236. See next page for details.

--NMU 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 100, etc. Next to Starbuck's under Library.)

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

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

Disability Statement: If you have a need for disability-related accommodations or services, please inform the Coordinator of Disability Services in the Dean of Students Office at 2001 C. B. Hedgcock Building (227-1700 or disserv@nmu.edu). Reasonable and effective accommodations appropriate documentation, in accordance with federal, state, and University guidelines.

Additional Help for Students

Developmental Mathematics “Lab Session” Policy (Mrs. Hewitt’s evening class)

Students are required to attend the lab session and/or meet with the Teaching Assistant (TA) during his/her office hours at any time during the semester in which the student’s grade on a test is below 70%. Students must continue to attend lab sessions and/or meet with the TA until they achieve at least 70% on subsequent tests. It is the student’s responsibility to learn if he or she is required to continue attending after the next test is taken. Students should ask the instructor if they are uncertain. Do not make any assumptions about your attendance status. All students, even if they score at least 70% on a test, are welcome to attend the lab sessions and are encouraged to meet with the TA during his/her scheduled office hours. (To be determined.)

Students who are required to attend the lab session and/or meet with the TA will be asked to initial a sign-in sheet to indicate their presence. **A student who misses a session or arrives more than 10 minutes late will be marked absent.** No more than four (4) unexcused absences from the required lab session or meeting with the TA will be permitted. Students who exceed the number of unexcused absences will be required to meet with the instructor to discuss their commitment to the course. The instructor reserves the right to reduce a student’s grade due to an excessive number of absences or to give the student a failing grade in the course. Students may also choose to withdraw from the course prior to the University’s class withdrawal deadline.

Learning Outcomes:

After successful completion of MA100 students will be able to:

POLYNOMIALS AND FACTORING

Perform operations and factor polynomial expressions
Factor sum and difference of cubes
Factor quadratic expressions when leading coefficient is not 1

RATIONAL AND RADICAL EXPRESSIONS AND EQUATIONS

Evaluate, perform operations and simplify rational expressions
Evaluate, perform operations and simplify radical expressions
Solve equations with rational expressions
Solve radical equations
Apply complex numbers

LINEAR EQUATIONS AND INEQUALITIES

Apply concepts of sets (unions, intersections, interval notation, set notation, Venn diagrams)
Solve and graph linear absolute value equations
Solve systems of linear equations
Solve and graph linear inequalities
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QUADRATIC EQUATIONS AND FUNCTIONS

Solve quadratic equations by factoring
Solve quadratic equations by completing the square
Solve quadratic equations by quadratic formula
Solve quadratic equations by square root method
Graph and interpret quadratic functions
Graph and interpret linear functions
Graph and interpret square root functions
Graph and interpret absolute value functions

APPLICATIONS

Solve applied problems. To include, but not limited to; joint and combined variation, quadratic applications, basic geometry and basic exponential problems.

Testing Room Policy for Students:

1. Testing room hours are strictly **Monday-Friday from 8:00 am - 12:00 pm and 1:00 pm - 5:00 pm**. Your exams will be taken away at 12:00 pm and 5:00 pm, whether you are finished or not. If there is a 2 hour time limit, you need to come at least 2 hours prior to closing for lunch and/or the day. Exams will not be given to you if you come later than that.
2. The testing room is for **make-up exams only**. You must have a legitimate reason as to why you cannot make the regularly scheduled exam.
3. Students with disabilities should work with the instructor and Disability Services to arrange for taking exams.