

Instructor: (Ms.) Rosanne Parks  
 Office: New Science Facility(NSF) 1306  
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Office Hours:  
 10 – 11 MTWR & 2 – 3 MTWR  
 (Other times by appointment)

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

**Required Materials:**

- (1) **Text:** *Understanding Intermediate Algebra*: Sixth Edition, Hirsch & Goodman.
- (2) NMU e-mail account which you check regularly
- (3) Loose leaf notebook (large rings) for class notes & assignments
- (4) Pencil and eraser: **REQUIRED** for all tests, quizzes, and submitted homework; graph paper, ruler or straight edge
- (5) Scientific calculator (fraction key useful) that is without algebraic technology. **A cell phone calculator is not acceptable.**

**Note:** Laptops will not be used in this class.

**Additional Expectations:**

- arrive for every class with necessary tools: text, notebook, pencil, calculator
- keep cell phones and other electronic devices out of sight and on silent (Please speak to the instructor if you anticipate receiving an emergency call during class.)
- be attentive and actively participate in class

**Learning Outcomes:** (a partial list)

After successful completion of MA100 students will be able to:

- (1) Solve systems of equations both graphically and algebraically.
- (2) Employ systems of equations in the solution of application problems.
- (3) Utilize factoring and the quadratic formula to solve polynomial equations.
- (4) Calculate the distance between two points in the coordinate plane and determine the coordinates of the midpoint of the line segment joining them.

Learning outcomes will be assessed using quizzes, tests, and the final exam.

**ATTENDANCE:** Daily attendance is expected and will be recorded. Absence from class, for whatever reason, does not excuse a student from full responsibility for class work or assignments missed. Whenever a student is absent, the student must assume responsibility for making arrangements for any assignments missed due to the absence. Texting in class will result in a student being marked absent for the class. Friday of most weeks will be devoted to untimed testing or to Lab Sessions with the Teaching Assistant.

**DEVELOPMENTAL MATHEMATICS LAB SESSION/TUTORING POLICY:**

Students are required to attend the lab session and/or meet with the Teaching Assistant (TA) during their office hours at any time 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 a subsequent test. 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 their scheduled office hours.

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.

**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 seriously consider dropping the course.

Reading and problems will be assigned each day. In addition, you should take notes, including examples used, covering the material presented in class. Each homework assignment should start on a clean sheet of paper and start with a heading which includes your name, the date assigned, section and page numbers, and problem numbers assigned. In doing homework, copy the problem and **SHOW YOUR WORK** for each problem assigned. **Make corrections** as we discuss the problems. **SUGGESTION:** Do not erase your original work. Do your corrections in red ink. Assignments will be checked in frequently. **Notebooks will be collected on test days** and assigned a grade of up to 20 points.

Remember: **MATHEMATICS IS LEARNED BY DOING, NOT BY OBSERVING!**

**TESTS & QUIZZES:** There usually will be at least one 25 point quiz each week. 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 five absences, the lowest quiz score will be dropped if doing so would improve the student's average. At times, you may be asked to submit (for a grade) selected problems from a completed homework assignment. These problems are to be copied from your homework notebook without using your textbook. Several homework assignments (with varying point values) will be collected and graded throughout the semester. Late assignments will not be accepted! 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. Grades on quizzes and test are not "curved." 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 – 250 points.

**GRADES:** To pass this course you must take all tests. Your course grade will be based on total points earned on your quizzes, tests, graded assignments, homework/notebooks, and final exam. Accumulating more than 4 unexcused absences may result in a lowering of your final grade.

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

(**NOTE:** A grade of **AT LEAST C-** in MA100 is required for registration in MA103, MA104, or MA150.

A grade of **AT LEAST B-** in MA100 is required for registration in MA111.)

**EXTRA HELP:** My Office: during regular office hours or by appointment

Office Hours and Lab Sessions (as announced) with the Teaching Assistant

Math Study Lab: West Science (WS) 3810: 227-1612      Jacobetti Center 103: 227-2283

All-Campus Tutorial Service: LRC 111H & HDG 3302.2: (227-2618)

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

**DISABILITY SERVICES:** 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). 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.

Name: \_\_\_\_\_

WEEK / starts	Monday	Tuesday	Wednesday	Thursday	Friday
1 (Mon 1/14)					<b>First quiz</b>
2 (Mon 1/21)	<b>1/21 No classes</b>				<b>First test</b>
3 (Mon 1/28)					<b>MA100 Lab</b>
4 (Mon 2/4)					
5 (Mon 2/11)					
6 (Mon 2/18)					
7 (Mon 2/25)					
<b>** (Mon 3/4)</b>	<b>Break—no class</b>	<b>Break-no class</b>	<b>Break-no class</b>	<b>Break-no class</b>	<b>Break –no class</b>
8 (Mon 3/11)					
9 (Mon 3/18)					
10 (Mon 3/25)					<b>3/29 W drop deadline</b>
11 (Mon 4/1)					
12 (Mon 4/8)					
13 (Mon 4/15)					
14 (Mon 4/22)					
15 (Mon 4/29) <b>FINAL EXAMS</b>	4/29 <b>8 am class: Exam is 8 – 10 am</b>	4/30	5/1 <b>9 am class Exam is 8 – 10 am</b>	5/2	5/3