Contact Information:

Instructor: Professor C. Crawford Office Hours:

 Office: DA 209C
 Monday
 11:00 AM – 12:00 PM

 Phone: 617-3479
 Tuesday
 10:00 AM – 11:30 AM

 Email: crawford@elmhurst.edu
 Thursday
 2:45 PM – 3:45 PM

Webpage: http://crawford.elmhurst.edu Also by appointment

Course Description:

Topics will be selected from a review of elementary algebra, equations, relations, functions and transformations, inequalities and quadratic functions, systems of linear equations and inequalities, polynomial equations and their graphs, rational functions and conics, matrices and determinants, and sequences. *Prerequisite*: *Two years of high school algebra and one year of high school geometry with a grade of C or better is recommended*

Instructional Materials:

Required Text: College Algebra, 9th Edition by Larson. We will be covering material from chapters P-8.

Calculator: You will need a graphing calculator with logarithmic and exponential functions (e.g. TI-83/84).

Grading

 Quizzes
 75 pts
 Tentative Dates: 02/08, 02/22, 03/15, 04/05, 04/26, 05/10

 Homework Checks
 50 pts
 Tentative Dates: 02/15, 03/08, 03/29, 04/19, 05/03

 2 Exams (100 pts each)
 200 pts
 Tentative Dates: 03/01 and 04/12

 Final Exam
 150 pts
 Friday 5/19 at 1:00 - 3:00 PM

475 pts

Your final letter grade for the course will be based on the percentage of total points earned. Excessive and consistent disruptions (e.g. tardiness, leaving class for drinks or the restroom, cell phones, etc.) may result in lowering your grade up to one full letter grade. All cell phones must be turned completely off and put away. Having a cell phone out during an exam or quiz will result in an automatic 0 grade for the exam or quiz.

Below is the *tentative* schedule of Quizzes, Homework Checks, and Exams to be given on Wednesdays.

02/08	02/15	02/22	03/01	03/08	03/15	03/22	03/29	04/05	04/12	04/19	04/26	05/03	05/10
Quiz	HW	Quiz	Exam	HW	Quiz		HW	Quiz	Exam	HW	Quiz	HW	Quiz

[Schedule subject to change at my discretion.]

EXAMS: Two exams are <u>tentatively</u> scheduled for Wednesdays March 1 and April 12. You must take all exams in class on the announced dates (subject to change at my discretion). No make-up exams will be allowed. See below for the replacement policy.

FINAL EXAM: The cumulative final exam will be on Friday, May 19 from 1:00 - 3:00 PM.

EXAM REPLACEMENT POLICY: If your final exam percentage is greater than your lowest exam score, the final exam percentage will replace the lowest exam score. *You will not be allowed to take an exam early or late for any reason*. If you miss any exam(s), your final percentage will serve as the score for the missed exam(s), so there is no need for make-up tests. Only the missed exam score(s) will be replaced. The final exam score cannot be replaced.

QUIZZES: Six quizzes are tentatively scheduled for the following Wednesdays: February 8, February 22, March 15, April 5, April 26, and May 10. Quizzes will be given during the first 15-20 minutes of class. You will not be allowed to take a quiz early or late for any reason. A score of zero will be recorded for each missed quiz. For every 3 quizzes, I will drop 1. The total points of your remaining quizzes (and any other assignments graded as quizzes) will be scaled to 75 points.

HOMEWORK CHECKS: Five Homework Checks are tentatively scheduled for February 15, March 8, March 29, April 19, May 3. The dates may change or additional homework checks may be given – you will be given advance notice. On these dates, you will turn in all of the assigned homework requested for that week. I will grade a few problems for accuracy and supporting work – usually no credit is given for answers only. The remaining ungraded problems may be observed to assess effort and included in the grade. It is your responsibility to do your homework in a neat and organized manner. You may turn in the homework by 3:30pm (unless otherwise noted) on the due date without penalty. You will not be allowed to turn in homework late for any reason. If you know that you will miss a scheduled Homework Check, then you may turn in all relevant homework before 3:30pm (unless otherwise noted) – either in person, under my door, or via email. A zero will be recorded for each missed Homework Check. For every 3 Homework Checks (and worksheets graded as Homework Checks), I will drop 1. The remainder of your Homework Check scores will be scaled to 50 points.

NOTE about HOMEWORK and IN-CLASS WORKSHEETS: Although homework problems will typically be assigned every class, I will not be collecting it each class (see Homework Checks above). So you must be disciplined to keep up with the assigned homework. You will often work on in-class worksheets that I also do not normally collect. However, I reserve the right to collect either – you will be given advance notice. Homework and/or worksheets scores will be considered either as additional quizzes or homework checks. Late homework will not be accepted.

Policies and Academic Integrity:

You are expected to adhere to the College Academic Integrity Policy as stated in the *E-Book* as it applies to this class. For example, obtaining or attempting to use unauthorized materials or information or unauthorized help from another person or source is considered **cheating**.

- Test and quizzes, whether take-home or in-class, are to be your own work unless otherwise stated.
- Calculators and notes are not allowed on quizzes and tests unless otherwise stated. If calculators are allowed, you
 may not store any notes or unauthorized programs on the calculator.
- Having a cell phone out during an exam or quiz will result in an automatic 0 grade for the exam or quiz.
- You may work with others on your homework and are <u>encouraged</u> to do so. But you must turn in your own homework unless specifically stated as group work requiring one submission.
- Individual projects should be your own work. All group members should make quality contributions to group projects.

Accommodations:

The College will make reasonable accommodations for persons with documented disabilities. A student with a disability that may have some impact on work in this course should contact Dr. Corinne Smith, Disabilities Service Coordinator, at 630-617-6448 and *then contact me*.