Math 103, College Algebra   Fall 2013
Syllabus – TTh Evening Classes

SECTION #: _____

Lecture Time:

Lecture Location:

Lecture Instructor:

Office Hours:

Office Location:

Phone:

E-mail:

Class Materials:

- **Graphing Calculator:** A graphing calculator is required for this course and should be brought to every class meeting. **A TI-83 or 84 is recommended for this course**. Only a pencil (or pen) and one graphing calculator will be required for quizzes and exams. Calculators such as the TI 89/92, laptops, iPads, computers, cell phones, etc., are not to be used for any graded work in this course.

- **WeBWorK Online Homework System:** Graded homework is completed online using WeBWorK. The course fee for the WeBWorK package (online homework and course notes) is $70. Login instructions, payment information, due dates, etc. can be found on the WeBWorK website (http://www1.math.msu.edu/webwork/) at the beginning of the semester.

- **Recommended Course Text:** *College Algebra* (Michigan State Edition) by Gustafson/Hughes, Cengage Learning, © 2013. This text, which also includes an ebook, can be ordered directly from the publisher for a reduced price ($87 with free shipping) at http://www.cengagebrain.com/micro/customMTH103.

Evaluation:

- Your course grade will be determined by :

four (50-minute) exams	400 points
seven quizzes	100 points
28 graded WeBWorK homework assignments	100 points
uniform final exam	200 points
TOTAL POINTS FOR COURSE	**800 points**

    The grading scale will be no worse than what is shown in the table below.

90 - 100%	→	4.0	65 - 72%	→	2.0
85 – 89%	→	3.5	60 – 64%	→	1.5
79 – 84%	→	3.0	55 – 59%	→	1.0
73 – 78%	→	2.5	0 – 54%	→	0.0

- There will be 28 graded homework assignments that will be submitted online using WeBWorK for a total of 100 points. (Homework from the class notes is self-graded and will not be turned in.) Additional practice problems can be found under "Appendix A" in the recommended textbook. **WeBWorK homework submitted after the due date will not be accepted.** (Refer to Page 6 for due dates.)

- There will be 7 in-class quizzes, each worth 20 points. Five highest scores will be counted toward the final course grade. The two dropped scores will accommodate quizzes missed due to illness or other personal reasons, as well as low quiz scores. **There will be no make-up quizzes.**

- The final exam grading scale will be determined after all section results are submitted at the end of the semester.

- Students are expected to produce carefully written documents. **All work must be shown for problems!** All writing must be in complete sentences employing standard English and mathematical symbols. Writing must be legible and neat. Any use of "crib sheets", stored information in calculators, etc., as an aid in writing quizzes or exams, is specifically prohibited in this course.

Attendance:
- Students are expected to be present and **ON TIME** for **ALL** class sessions.

- Students are responsible for the material covered if you are absent from class. If absent, you will need to obtain missed material/information from classmates. Any changes in this syllabus or in the scheduling of exams or quizzes will be announced during class and/or via email.

Make-up Policy:
- There will be **no make-up exams**. A missed exam will receive a score of "0" unless a valid reason is presented before the time of the exam or after the exam in the case of an emergency. Only **extreme situations** with an **official documented excuse** will allow a student to be "excused" from an exam. The score for the missed exam will then be determined from the corresponding chapter questions on the final exam.

- Students must look at this syllabus carefully and plan well ahead. **Advance travel schedules (business or personal) are NOT excuses**.

Uniformly Graded (WeBWorK) Homework:
There are 28 graded homework assignments on the WeBWorK which will be posted on the WeBWorK website (http://www1.math.msu.edu/webwork/). Student solutions must be submitted by due dates for 100% credit. Homework submitted within three days after the due date will be given 75% credit. The due dates can be found on the WeBWorK website after you log in and also on Page 5 of this syllabus. Please note that there is no reduced credit available for Sections 5.2/5.3. It is highly recommended that you submit homework early, **before the due date/time**, to allow for any technical difficulty or other unforeseen circumstances.

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Grade-change Policy:
If you have any questions regarding the grading of any of your graded material, you should return the graded material to your instructor and attach a short note with your questions **before leaving** the classroom. **This must be done on the day that the instructor hands back the material in class. Once the graded material has left the classroom, no grading changes will be made.**

Integrity of Scholarship and Grades:
All students are expected to adhere to the University's policy concerning academic integrity. According to this policy*,* "… no student shall claim or submit the work of another as one's own." For more information about this policy please visit: http://www.msu.edu/~ombud/classroom-policies/.

Mathematics Learning Center:
The Mathematics Learning Center (MLC) is located in the C-wing lobby of Wells Hall and will open on Tuesday, September 3, at 11:20am. The MLC offers free and friendly help to students outside of the classroom setting. The weekly hours are:

Monday-Thursday	**11:20 am - 4:00 pm and 6:20 pm - 9:50 pm**
Friday	**11:20 am – 2:50 pm**
Sunday	**5:10 pm – 8:40 pm**

Important Dates:

Wednesday, August 28	First Day of Classes
Monday, September 2	Labor Day - University is closed.
Wednesday, September 4	Online open add period ends at 8 pm.
Thursday, September 5 - Wednesday, September 11	**Students go to C212 WH for Mathematics enrollment changes (late adds, section changes, dropping back to a lower course). Deadline: Wednesday, September 11, 5:00pm.**
Monday, September 23	End of 100% tuition refund.
Wednesday, October 16	MIDDLE OF SEMESTER: Last day to drop a course or withdraw from all courses with no grade reported.
Thursday - Friday, Nov. 28-29	Thanksgiving Break. University is closed.
Friday, December 6	Last day of classes.
Monday, December 9	Final Exam, 10:00am – 12:00 noon, Location TBA

Tentative Exam Dates for Evening Classes:

Exam	Sections	Date
1	1.1 – 1.6	Thursday, September 26
2	1.7 – 3.1	Thursday, October 17
3	3.2 – 3.7	Thursday, November 7
4	4.1 – 4.5	Thursday, November 21
The **uniform comprehensive final exam** will be held on Monday, December 9, from 10:00 am to 12 noon. The location (according to section number) will be announced at a later date.		

Tentative Course Schedule for Evening Classes:

Tuesday		Thursday	
8/27	----------------	8/29	1.1, Course Info
9/3	1.1	9/5	1.2
9/10	1.3	9/12	1.4, **Q1** (1.1, 1.2, 1.3, Syllabus)
9/17	1.5	9/19	1.6, **Q2** (1.3 - 1.5)
9/24	1.7	9/26	**Exam 1** (1.1 – 1.6)
10/1	1.8, 2.1	10/3	2.2, **Q3** (1.7, 1.8)
10/8	2.3, 2.4	10/10	2.4, **Q4** (2.1 - 2.3)
10/15	3.1	10/17	**Exam 2** (1.7 – 3.1)
10/22	3.2, 3.3	10/24	3.3, 3.4, **Q5** (3.2, 3.3)
10/29	3.4, 3.5	10/31	3.6, **Q6** (3.4, 3.5)
11/5	3.7	11/7	4.1**, Exam 3** (3.2 – 3.7)
11/12	4.1, 4.2	11/14	4.3, 4.4, **Q7** (4.1, 4.2)
11/19	4.5	11/21	**Exam 4** (4.1 – 4.5)
11/26	4.6	1/28	--------------------
12/3	5.1, 5.2	12/5	5.3, Review

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MTH 103 WeBWorK Assignment Due Dates for TTh Evening Class:

Please Note: Homework must be submitted by 7:00 am for all due dates.

Homework #	Section #	100% Credit	75% Credit
1	Tutorial	9/8	9/11
2	1.1	9/8	9/11
3	1.2	9/10	9/13
4	1.3	9/15	9/18
5	1.4	9/17	9/20
6	1.5	9/22	9/25
7	1.6	9/24	9/27
8	1.7	9/29	10/2
9	1.8	10/6	10/9
10	2.1	10/6	10/9
11	2.2	10/8	10/11
12	2.3	10/13	10/16
13	2.4	10/15	10/18
14	3.1	10/20	10/23
15	3.2	10/27	10/30
16	3.3	10/29	11/1
17	3.4	11/3	11/6
18	3.5	11/3	11/6
19	3.6	11/5	11/8
20	3.7	11/10	11/13
21	4.1	11/17	11/20
22	4.2	11/17	11/20
23	4.3	11/19	11/22
24	4.4	11/19	11/22
25	4.5	11/24	11/27
26	4.6	11/26	11/29
27	5.1	12/8	Not Available
28	5.2/5.3	12/9	Not Available