

before class is dismissed, you will be marked absent. If you have 4 or more absences, you may be dropped from the course. Any student who misses a class meeting during the first two weeks of classes will be dropped. Remember, if **you** want to drop the class, it is your responsibility to do so (non-dropped students may receive a failing grade).

Cell Phones: The time in the classroom is meant for instruction, asking and answering questions, and practicing your math skills. Please turn off your cell phone when you enter the class so that it does not interrupt class time and so that it does not distract you or others. Texting during class time distracts you and those around you from paying attention to classroom activities and will not be permitted. If you are texting during class time I will ask you to stop. If there are repeated offenses you will be asked to leave the class for the day. Having your phone out or using it during a quiz or exam is considered cheating.

Honesty: Your success in this course is due in large part to the amount of work you put into it. I assume the work you turn into me, either homework, quizzes or tests and exams, is your own work and not that of another person. Copying someone else's work and passing it off as your own or using unauthorized study aids on tests or quizzes will not be tolerated. Any such academic dishonesty will be dealt with according to the Cerritos College Academic Honesty/Dishonesty Policy as found on pages 33-34 of the Cerritos College General Catalog. A copy of the general catalog can be found online at http://cms.cerritos.edu/admissions-and-records/includes/docs/2017/2017-2018_Cat_web.pdf

Tutoring: Free math tutoring (AED 42.05 #28016) is available in the student success center, LC 137, on the lower level of the LRC. All students are required to have a valid Student ID with a current semester sticker in order access any of the services within the success center. Tutoring is available Monday through Thursday from 9:00 AM – 9:00 PM, Friday from 10:00 AM – 2:00 PM, and Saturday from 10:00 AM – 3:00 PM. Hours, staffing, and location are subject to change so check the schedule online or posters in the hallways for specific times, places and tutors.

MyMathLab: This is the online component to this course. It has the book and other supplementary material available for your use. Due to the nature of this class, you must log in regularly to complete your homework and to take any online quizzes. Reviews for each mid-term test will also be available.

To sign up for MyMathLab, students should:

- 1) Direct your browsers to <http://pearsonmylab.com/>
- 2) Click on the link "REGISTER" under the student menu.
- 3) You will be prompted to follow the on-screen instructions to sign up for your course.
- 4) You will enter the access code that you purchased from the publisher or bookstore.
- 5) The Course ID for this class is: **hugen46788**.

*** Students who do not log in and register in MyMathLab risk being dropped from the class.**

Homework: Homework will be assigned daily and must be completed online in MyMathLab. On the day of each test, the three mid-term tests and the final exam, I will check to see if you have completed those assignments in MyMathLab. Each group of homework will be worth either 5 or 10 points, depending on the number of assignments in the group. All problems must be attempted and you need to spend sufficient time working on the assignment in order to receive full credit. **NO LATE HOMEWORK WILL BE ACCEPTED.**

Quizzes: There will be a quiz (almost) every day (10 minutes) at the beginning of each class period, except for test days. Quizzes will begin at the start of each class and any student that is tardy will have less than the allotted 10 minutes to take the quiz. Most quizzes will be worth 5 or 10 points and will contain questions similar to those discussed in class or done in the homework. If a student is more than 10 minutes late to class and misses the in-class quiz, they will receive a grade of zero (0). Any student that is absent will receive a score of zero (0) on the in-class quiz. There may also be quizzes that must be completed online in MyMathLab. They will be announced ahead of time and you will have at least 2 days to complete them online. **THERE ARE NO MAKE-UPS FOR ANY QUIZ THAT IS MISSED.** There are **NO EXCEPTIONS** for this rule.

Tests: Three mid-term tests will be given that will be worth 100 points each. The dates for these tests are tentatively set for 2/14/18 (W), 3/21/18 (W), and 4/23/18 (M). If the date of a test changes you will be notified at least a week in advance. The tests will be given during class time. You should come to class with a writing utensil and a scientific calculator of your own. You will not be allowed to use a phone as a calculator and you may not share a calculator with a friend. You must take each test on or before the indicated dates. If you miss the day of a test you will receive a zero (0) on the test. **NO MAKE-UP TESTS WILL BE GIVEN AFTER THE TEST IS ADMINISTERED IN CLASS.**

Final Exam: A comprehensive final test, worth 150 points, will be given on Monday, 5/14/18 from 6:00 – 7:50 AM. **YOU MUST TAKE THE FINAL EXAM TO PASS THE COURSE.**

- SLOs:**
- A. Students will be able to create, analyze, and interpret linear models of real world applications.
 - B. Students will communicate mathematical thinking coherently and clearly with the appropriate use of mathematical notation and vocabulary.
 - C. Students will use complete sentences when appropriate.
 - D. Students will understand the meaning of equivalent forms of equations and expressions.
 - E. Students will use appropriate technology to foster mathematical understanding, solve mathematical problems, and judge the reasonableness of their results.

Important Last date to drop with refund ----- January 19, 2018

Dates: Last day to drop with no “W”----- January 26, 2018
Last day to choose Pass/No Pass option----- January 29, 2018
Last day to drop with “W” ----- April 20, 2018

Disabilities: If you have a documented disability and wish to discuss academic accommodations, please contact me as soon as possible. Accommodations cannot be made until all appropriate paperwork is filled out and signed.

Extra Credit: There is no extra credit offered in this class.

Grades: Your grade will be determined by a point system. Your percentage will be determined by dividing the points you have amassed throughout the course of the semester by the total number of points that are possible and rounded to the nearest percent. The following grading scale will then be used to determine your grade. Your grade will be updated regularly on Canvas so you can be aware of your grade at all times.

90 — 100% ----- A
80 — 89% ----- B
70 — 79% ----- C
60 — 69% ----- D
0 — 59% ----- F