

**Self-Paced
Three Rivers Community College
Syllabus for Fall 2009**

Adjunct Professor: Sue Butler
Room E204

e-mail: butlersueq@yahoo.com
Tues, Thurs 8:30 to 9:45 a.m.

Self-Paced is a course offering for students who are better served by working at their own pace via the website www.MyMathLab.com. Successful completion of this course will require that you demonstrate proficiency at your current level of mathematics studies, and then, as time allows, use the remaining weeks of the semester to begin the next level of course studies.

Proficiency requirements: You will demonstrate your mastery of the concepts in your course of study by successfully completing:

- a) the chapter exams posted in MyMathLab, and any subsequent assignments as tracked by your individual “study plan”, and
- b) A minimum score of 73% on the final exam as required by the mathematics department.

If you are already enrolled in a course of study with MyMathLab, you will continue with the same course of study. Your prior record will be transferred to this course by clicking on “enroll in another course” and using the codes posted below.

MyMathLab Registration instructions:

The codes you need to register online with MyMathLab are provided in **new** textbooks in the student registration packet, **OR** for a separate fee of approximately \$50 (subject to change) using a credit card. You will be prompted to enter the code that comes with the packet. Please record your choices for your username and password. You will need them each time you log into MyMathLab. Your home computer may need to install “installation wizard”, and “allow pop-ups on this site only”. The zip code for Norwich is 06360. If you are already enrolled in MyMathLab for another course, just click on “enroll in another course” and enter the new code.

Also, at any time during the semester, after the required proficiency levels have been demonstrated, the codes listed below will enable you to register for the next level. Registering for the next level will require purchasing a new course code **or** the textbook and materials for the next course. (This will provide you with another registration packet and student code.)

Course Codes:

Pre-Algebra	Mat 075	CRN31262	code: butler13857
Elementary Algebra	Math 095	CRN31263	code: butler63996
Intermediate Algebra	Math 137	CRN31264	code: butler14176

Determination of your grade will be based on the average of all exams taken according to your individual study plan and goals. The successful completion of the online assignments for each chapter will be factored in to each exam grade (up to 20%).

Grade Equivalents:

A	93 - 100	B+	87 - 89	C+	77 - 79	D+	67 - 69
A-	90 - 92	B	83 - 86	C	73 - 76	D	63 - 66
		B-	80 - 82	C-	70 - 72	D-	60 - 62
						F	59 or lower

Please note that a grade of C or better is required to go on to the next course.

Withdrawal Policy: A “drop or withdrawal” from the course will be accepted through the 10th week of classes in accordance with the designated withdrawal deadlines. Students need to fill out the special withdrawal form available at the registrar’s office: Withdrawals are processed only through the Registrar’s Office at (860) 892-5756 or the Subbase at (860) 445-5575. Students who do not withdraw, but stop attending will be assigned an "F".

Disabilities Statement: If you are a student with a disability and believe you will need accommodations for this class, it is your responsibility to contact the disabilities Counseling Services at 383-3240. To avoid any delay in the receipt of accommodations, you should contact the counselor as soon as possible. Please note that I cannot provide accommodations based upon disability until I have received an accommodation letter from the disabilities counselor.

General Tips for Success

Attend all class periods. Make sure your work hours do not conflict with your course schedule. Most students do not pass algebra after more than 4 absences.

Do your homework, “practice makes perfect”, especially algebra!

Check your work. If you have made a mistake try to figure out what went wrong. Then correct your mistake. Rework the problem from the beginning.

Learn from your mistakes. Don't skip steps. Skipping steps will ultimately waste your time from making simple errors.

Regular attendance is vital to your success in this course (I can't stress that enough!).

Ask questions! My experience tells me that if you have a question, then at least 5 other classmates have the same question. There is no such thing as a stupid question.

Take notes. Jot down notes as you go through the MyMathLab instruction segments, take notes from the blackboard, do your homework assignments in a notebook, use your notebook to work out the online assignments and tutorials.

Use class time wisely. Visiting other websites or conducting personal business during class time is prohibited

“I hear and I forget,
I see and I understand,
I do and I learn.”

-Confucius

Translation: You have to **do** the math to **learn** the math!

Best wishes for a successful semester!