

Three Rivers Community College
Pre-Algebra, Number Sense, Geometry -- MAT 075-14
T/Th 1:00 – 2:15
Spring 2010

Instructor: Susan L. Hawes
e-mail: shawes@trcc.comnet.edu

Text: Pre-Algebra, 5th edition, by Martin-Gay
MyMathLab Course Code hawes67839

Credit: 3 credit hours (this course credit does not count towards graduation requirements)

Course Description: This course focuses on basic arithmetic and pre-algebra skills. Topics include: whole numbers, fractions, decimals numbers, proportions, ratios, percents, perimeter, area, volume, applications, signed numbers, algebraic expressions and equations.

Prerequisite: Appropriate placement score. A grade of “C” or greater is required to pass this course.

Course Requirements

Attendance: Attendance is mandatory. If you miss class, due to emergency, it is your responsibility to get the notes & assignments from that class to stay up-to-date. A classmate’s phone number is a good “just in case” plan.

Grading: There will be three exams, including the final, each worth 25%. There will be several unannounced quizzes, typically given at the beginning of class, so it is to your advantage to be on time. If I distribute the quiz before you arrive to class, your quiz grade will be a zero. **There are no make-up tests/quizzes.** The two lowest quiz scores will be dropped (this allows for two absences/tardies due to emergency). The quiz average will be equivalent to one exam grade and is, therefore, 25% of your course grade. Come to class prepared *every day* for a potential quiz.

MyMathLab Homework: Homework is critical to your success in this class and will be collected/recorded. As part of your HOMEWORK assignment, you will be expected to read the material that was lectured on in class that day.

MML Rules for HW & Extra Credit Tests

- Problems written in pen (neatly!)
- Work done in pencil (corrections are easier, maintain neatness)
- Show all Steps, as shown in class. Make it easy for *someone else* to follow.
- Label HW Assignments
- Keep in binder after the Notes for the same Section

MML Rules for Quizzes

- SAME as HW Rules, plus:
- Label Quiz with Sections/Name of Quiz
- Mark the incorrect answers with an “X”
- Put your Grade in top/right corner.
- Keep in binder after the Notes for the same Section

Bring to *Every* Class:

- Text book
- 3-ring binder w/loose leaf paper
- highlighter
- 2 pencils
- pen

Supplementary Tools & Resources:

- MyMathLab software
 - Study Plan: Individualized Practice
- Learning Center/TASC
 - Free tutoring!

College Withdrawal Policy: A student who finds it necessary to discontinue a course must complete a withdrawal form in the Registrar’s Office at the time of withdrawal.

- Within the *first 10 weeks* of class, the student *does not need* permission from the instructor to withdraw.
- However, *after 10 weeks*, the student will need written authorization from the instructor
- Students who fail to withdraw, but stop attending class, will receive a grade of “NC.” Eligibility for refund of tuition is based upon date of withdrawal, when received by the Registrar.
- Verbal withdrawals are not acceptable.

Disabilities Statement: If you have a hidden or visible disability which may require classroom or test-taking modifications, please see me as soon as possible. If you have not already done so, please be sure to register with Chris Scarborough.