

Three Rivers Community College
Pre-Algebra, Number Sense, Geometry -- MAT 075-12
T/Th 1:00 – 2:15
Fall 2009

Instructor: Susan L. Hawes
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Text: Pre-Algebra, 5th edition, by Martin-Gay
MyMathLab Course Code hawes29348

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 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/filler paper
- highlighter
- 2 pencils
- pen

Supplementary Tools & Resources:

- MyMathLab software
- Learning Center/TASC

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.