

**Three Rivers Community College**  
Prealgebra Math 075  
Fall 2008  
Adjunct Professor: Sue Butler

Course Schedule: Tuesdays and Thursdays  
9:30 – 10:45 a.m.  
Thames Campus Room 223

Office Hours: Tuesdays and Thursdays by appointment

Supplemental Course Website: [www.coursecompass.com](http://www.coursecompass.com)

Contact Information: email: butlersueq@yahoo.com

**Text:** *Prealgebra*, 5th edition, by Elaine Martin-Gay

**Instructor recommendations:** Buying a new textbook is a great deal. You get your book, the solutions manual, and the MyMathLab codes you need to register online.

**Calculator:** A calculator is not required for this course. Calculators will not be allowed until after the first exam.

**Grading Policy:**

Determination of your grade will be based on *one* of the following:

**A) Classroom based:**

**1. Exams:** There will be four in-class exams, including the final exam, for a total of 400 points. Each exam represents 25% of your course grade:

**2. Skill Drills:** Skill Drills will be provided at each regular class session, excluding exam days. They will be collected and recorded for effort, not accuracy. Each Skill Drill will count as 1 point bonus toward your final grade after a minimum of 20 Skill Drills has been completed.

**3. Attendance:** Any more than 4 absences may, as determined by the instructor, drop your grade one level: A to A-, B+ to B, and so on. Tardiness will be noted. Excessive tardiness may accumulate as one or more absences.

**OR,**

## **B) MyMathLab based:**

**1. Exams:** You have the option of replacing any of the in-class exam grades with a similar exam posted online. Online exams can be repeated, as many times as needed, until you are satisfied with the results. (Each attempt will have slightly different problems.)

Here's the catch: each time an online exam is substituted for an in-class exam, the "weight" of the final exam increases – as follows:

- 1 online exam, then the final exam = 30% of the course grade,
- 2 online exams, then the final exam = 40% of the course grade,
- all 3 online exams, the final exam = 50% of the course grade

**Online Homework:** Successful completion of the online assignments for each chapter will be factored in to each exam grade (up to 20%), either online or in-class.

**2. Skill Drills:** will apply as above.

**3. Attendance:** as above.

### **Classroom Policy:**

I respect you and expect respect from you. Being a mature college student entails responsibility. This means you are responsible for yourself, your education, your assignments, your behavior, your attitude, your timeliness, and your contributions to the classroom atmosphere. I expect all students to be prompt, attentive, prepared, supportive of their classmates, and contribute to a positive classroom atmosphere.

## **Other Miscellaneous FYI's**

### **Final Exam:**

The final exam is not optional. It is an in-class exam *only*.

You must complete the final exam with a minimum grade of 50% to get a C or better in the course.

### **Make-Up Exam:**

A missed test grade or low test grade may be replaced by a (comprehensive) make-up exam to be scheduled during final exam week.

### **Absence:**

If you are absent on the day of an exam you will have until the *next regularly scheduled class session* to contact me and make arrangements to take your exam. **OR** you may opt to replace your missing exam with the corresponding online exam as described above or the make-up exam at the end of the semester.

**Early Warning:**

Students experiencing academic difficulty and/or chronic absenteeism will be notified of their class standing.

**Academic Dishonesty:**

Conduct which as its intent or effect the false representation of a student’s academic performance and/or knowingly and intentionally assisting another student to do so in any way constitute academic dishonesty. In the even of academic dishonesty, the College’s policy will be enforced.

**Cellular Phones and Beepers:**

Students are notified that cellular phones and beepers are allowed in class only if they are turned off or turned to a silent mode. When there are extenuating circumstances that require that a student be available by phone or beeper, the student should speak to me prior to class so that we can arrive at an agreement.

**Grade Equivalents:**

A	93 - 100	C+	77 -79
A-	90 - 92	C	73 - 76
		C-	70 - 72
B+	87 - 89		
B	83 - 86	D+	67 - 69
B-	80 - 82	D	63 - 66
		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 10<sup>th</sup> 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.

This course has been set up as a **MyMathLab-based course**.

MyMathLab is a website that is available to you 24/7, whereas our total class time each week is less than 3 hours.

MyMathLab is an incredibly powerful tool to help you master the concepts in this course.

MyMathLab is not required to successfully complete this course; however it is ***strongly recommended*** that you take advantage of the opportunities available to you only through MyMathLab. (See the grading policy.)

MyMathLab contains an online version of your textbook, links to video clips, practice exercises, animations, and unlimited tutorial exercises.

It will be your responsibility to use MyMathLab to familiarize yourself with the material covered each week, and to keep up with the course schedule in case of absences, class cancellations due to inclement weather, instructor absence, or your own absence(s). Class time will not be entirely lecture-based. Instead we will use that time to problem-solve together or in small groups.

### 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 Math 095 course, just click on “enroll in another course” and enter the new code.

**Our Course Code is: butler48125**

Please be sure to log in to the correct course.

## General Tips for Success

Attend all class periods. REQUIRED! Please be prompt. Excessive tardiness is disruptive. Make sure your work hours do not conflict with the course schedule. Have a back up plan for emergencies: car trouble, illness, child care.

Come to class prepared: bring a notebook, pencil or pen to every class.

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. Click on “do a similar exercise” on MyMathLab as many times as needed to master a skill.

Learn from your mistakes. Don't skip steps. DO NOT try to do it all ‘in your head’. Skipping steps will ultimately waste your time from making simple errors.

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 *neatly* 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 your success in mathematics!