

MONTGOMERY COLLEGE - ROCKVILLE
Department of Mathematics
Fall, 2010

MA 103

Intermediate Algebra

CRN 22809, MWF 9 – 10:10 am, Room 038 Science West

CRN 24001 MWF 11:30 am – 12:40 pm, Room 128 Computer Science

Instructor: Joyce Riseberg

Office: 30 Science West

Telephone: 240-567-5215

e-mail: joyce.riseberg@montgomerycollege.edu

Department FAX number: 240-567-5182

website: www.montgomerycollege.edu/~jriseber

Office Hours: Monday and Wednesday 10:20 – 11:15 am, Thursday 11 – 11:50 am; other hours **readily** available by appointment; **please ask.**

Course Description: An examination of algebraic skills and concepts intended to prepare students for MA 130, MA 160, and MA 180. Algebraic, graphical, numerical, and verbal approaches are used in working with a variety of functions and their applications, including linear, polynomial, exponential, logarithmic, rational, and radical functions and solving systems of equations.

Prerequisite: A grade of C or better in MA 091, MA 091A, MA 091D, appropriate score on the mathematics assessment test, or consent of department. Assessment level: RD 120.

MA 103 is the prerequisite for MA 130 (mathematics for elementary school teachers), MA 160 (Elementary Applied Calculus), and, along with Trigonometry, MA 180 (Precalculus). **Students who do not need any of these courses should consider switching to MA 101.**

POLICIES AND GENERAL INFORMATION

1. Textbook and Course Outline: *Intermediate Algebra Graphs & Models*, with My Math Lab, 2007, Bittinger, Ellenbogen & Johnson; Pearson Custom Publishing. This book has been customized for Montgomery College. Sections that we will not be covering have been intentionally omitted. I recommend that you make use of the many study tips, student notes, and tips for success throughout the book. This special edition also contains advising information for courses following Math 103.

Course Outline*	Approximate Dates*
Review material, Sections 2.1 – 2.4, 3.1, 3.2, 3.8; Test #1	August 30 – September 22
Sections 4.1, 4.3, 1.4, 5.1 – 5.5, 7.1 – 7.6 ; Test #2	September 24 – October 15
Sections 7.7, 7.8, 8.1 – 8.4, 8.6 – 8.8, 9.1; Test #3	October 18 – November 5
Sections 9.2 – 9.7, 6.1 – 6.4; Test #4	November 8 – December 6
Section 10.4; Review	December 8 – December 10
Final Examination	Wednesday, December 15 9 am class: 8 am – 10 am 11:30 am class: 10:15 am – 12:15 pm

*This is a tentative list of sections and dates; sections may be added or deleted as time permits.

2. **Course Website:** Important course information, including assignments, worksheets, review sheets, quiz/test announcements, and mathematics links, will be posted on a course website. To access this website,
- Go to my homepage www.montgomerycollege.edu/~jriseber and then click the link for MA 103, or
 - Go to MyMC, select this course in My Courses and then go to Links under Course Tools.
 - There is also a link to the course website on the announcements page of the MyMathLab site for this course (see below for more information about MyMathLab).

3. **Course Outcomes:** A list of course outcomes stating what is expected of students upon completion of this course is available via the course website.

4. **Attendance, Lateness and Classroom Conduct:** You are expected to attend every class, to arrive on time, and to stay for the entire class period. Attendance will be taken at the beginning of class each day and you will receive one attendance point if you are present at that time and for the entire class period. Your attendance record will count for 4% of your final grade.

If you must miss a class, it is your responsibility to go to the MA 103 website to learn what happened during the class. **You should obtain handouts and do all assignments. You are expected to bring handouts to class and to be ready for quizzes and tests even if you are absent.**

Students who miss more than one week's worth of classes may be dropped. **If for any reason you must be absent for an extended period of time, contact me to discuss the situation or you may be dropped from the course.**

Every student is expected to behave in ways that promote an atmosphere conducive to learning. This includes respect for other students and for the instructor. Please observe common courtesies. **Turn off cell phones, beepers, ipods, and other electronic devices, sharpen your pencils before class, and once in class, please do not get up to leave the room except in an emergency.**

5. **My Math Lab:** My Math Lab (MML) is an interactive online homework and tutorial system. It is **required** for submitting homework for this class. An access code comes with a new text at the bookstore and can also be purchased separately from the bookstore or online.

Go to www.coursecompass.com to get started. Our Course ID is

9 am class: riseberg26706

11:30 am class: riseberg89233

A link for a MML registration guide is available on our course website.

If you are repeating MA 103 and have a current MathXL code, or if there are any obstacles that will affect your ability to obtain a MML access code, please see me after class today for further information and assistance. It is essential that you get started using MML right away, and I would like to help to make sure that you can do this.

Most (but not all) of the assigned homework problems are available on MML and you can obtain online help for problems with which you are having difficulty. Problems on MML will correspond to problems in the textbook but they will not be exactly the same. You will need a binder or notebook in which to write down your homework problems, and should write the section and problem numbers, the entire problem, and the solution. You will submit your solutions through MML. Difficulties with HW problems, including those that are not in MML, will be discussed in class. Assignments are made daily and should be completed by the next class. **You will not be able to pass this course unless you do your**

homework regularly. Stay up-to-date, complete all assignments, and **promptly seek help when needed.**

6. Calculator Policy: A graphing calculator is **required** for this course; TI-84/84+ preferred; TI 83/83+ acceptable. Students will usually be permitted to use calculators on quizzes and tests. **The sharing of calculators during quizzes or tests will not be permitted.**

7. Tests//Quizzes/Final Exam: There will be four unit tests which will be announced one week in advance. (See Course Outline for approximate dates.) Quizzes are given in between tests. They will usually be announced a class or two in advance. Your quiz average will count as the equivalent of one unit test. (The lowest quiz grade is dropped.) The final exam will cover the entire course and must be taken by everyone.

8. Academic Honesty: All students are expected to do their own work on quizzes and tests. Students are expected to observe the following rules during any test or quiz.

- Students may not use or even hold a cell phone, ipod, or any other electronic device (other than a calculator). **Any student who is found to have such a device turned on during a test or quiz will receive a grade of zero on that test or quiz.**
- Students may not speak to or share materials with other students.
- Students should have all materials (pencils, calculators, etc.) ready at the beginning of the quiz or test.
- Students should remain in the room during the entire test or quiz.

Appropriate penalties will be imposed for breaches of academic honesty.

9. Grading Policy: At the end of the semester, your final grade will be computed as follows:

MyMathLab homework 8%, attendance average 4%, test/quiz average 65%, final exam 23%.

Your final average will be converted to a letter grade as follows:

90 - 100...A, 80 - 89...B, 70 - 79...C, 60 - 69...D, below 60...F

10. Makeups: If you know in advance that you have to miss a quiz or test, you can make arrangements with me to take the quiz or test **before** it is given in class. Otherwise, no makeup quizzes will be given. If you miss an hour test, it may be made up only if you

- Do not have more than one unexcused absence during the time period covered on the test.
- Contact me on or before the scheduled test date.
- Can prove that you have a legitimate excuse.
- Have completed the MathXL homework on the relevant material.

If you do not meet these conditions, you will not be permitted to take a makeup test and the percentage equivalent of your final exam grade will be substituted for the grade of the missed test. No student will be permitted to take more than one makeup test.

11. Math/Science Center: You can get extra help in mathematics in the Math/Science Center (MSC), Room 02 Macklin Tower, 240-567-5200, <http://www.montgomerycollege.edu/Departments/mathscriv/> MSC hours are: **Mon – Thurs: 8 am - 8 pm, Fri: 8 am - 4 pm, Sat: 10 am - 3 pm**

12. Student e-mail: MC student e-mail is an official means of communication for Montgomery College. Students are responsible for information and announcements sent via MC e-mail, and it is expected that students check their student e-mail regularly. When e-mailing an instructor, it is expected that students use their MC student e-mail account.

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13. Important Dates

September 6	Labor Day; MC closed
September 7	Last day for refund
September 21	Last day to add, drop without W or change from Audit/Credit
November 16	Last day to drop with W
November 24	No classes; MC closes at 5 pm
November 25 - 28	Thanksgiving Holiday; MC closed
December 10	Our last regular class meeting
December 15	Final Exam 9 am class: 8 am – 10 am 11:30 am class: 10:15 am – 12:15 pm

14. Accommodation for Students with Disabilities: Disability Support Services (240-567-5058) Any student who may need an accommodation due to a disability, please make an appointment to see me. A letter from Disability Support Services (CB 122) authorizing your accommodations will be needed. Any student who may need assistance in the event of an emergency evacuation must identify to the Disability Support Services Office; guidelines for emergency evacuations for individuals with disabilities are found at: www.montgomerycollege.edu/dss/evacprocedures.htm.

15. Academic Regulations & Student Code of Conduct

All MC students are expected to follow “Academic Regulations” & “Student Code of Conduct” as described in the MC Student Handbook. These regulations and guidelines can be found at: www.montgomerycollege.edu/departments/academicvp/Student_PandP.htm

16. Combat to College Program: If you are a veteran or on active or reserve status and you are interested in information regarding opportunities, programs and/or services, please visit the Combat2College website at www.montgomerycollege.edu/combat2college/ and/or contact Joanna Starling at 240-567-7103 or Joanna.starling@montgomerycollege.edu.

17. Inclement Weather: If inclement weather or any other circumstance forces the College or any campus or College facility to suspend classes or close, public service announcements will be provided to local radio and television stations as early as possible. You may also call MC at 240-567-5000 or check the college website www.montgomerycollege.edu to verify MC school closings. Any exams planned on days classes are suspended will be administered at the first class meeting once classes resume. Note that the Montgomery County Public Schools (MCPS) and Montgomery College do not follow the same school closing procedures.

You can also get weather updates or other important information by registering for Montgomery College ALERT. To do this, visit the College's web site for directions and details at <http://www.montgomerycollege.edu/emergency/mcalert.html> or the county's "Alert Montgomery" system at <http://alert.montgomerycountymd.gov>.