





# KEYS TO SUCCESS


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 **ATTEND EVERY CLASS & BE ON TIME** - You **cannot** pass this course if you do not learn the material. It's **really** hard to learn the material if you are not here. Class starts promptly! If you are late, you will not get a point for attendance and may miss announcements, review, new material, or even a quiz. Your attendance record will count for 4% of your final grade.

 **BE PREPARED FOR CLASS** - Do all assignments so you will know exactly where your weaknesses are. You must be prepared for frequent quizzes. Keep an organized notebook for your class notes, homework and handouts.


 **EXCUSES WON'T WORK** - "*But I wasn't here!*" is not a valid excuse in this class. You can go to the course website to find out what happened in class, download handouts and get the assignments.


 **USE THE WEB** - The course website is there for you! You can use it to check for announcements, obtain handouts, e-mail me or other students, access other websites for assistance in Calculus or for calculator help. To get to the website, go to my homepage at [www.montgomerycollege.edu/~jriseber](http://www.montgomerycollege.edu/~jriseber) and click the link for MA 103.

 **USE MyMathLab** – Your MyMathLab HW counts 8% of your grade. In addition, you can get lots of help on the MyMathlab website for problems that are giving you difficulty. MyMathLab is a great resource, but only if you use it.

 **USE THE MATH/SCIENCE CENTER** - It's open Monday through Saturday and there are tutors there to help you.

 **GET A CALCULATOR** - You **will** need a graphing calculator for this course and should bring it to class every day.

 **ASK QUESTIONS** - This is probably the best advice you'll get. Do not be shy - I love to answer questions! Chances are other students have the same question, so speak up as soon as you get confused!

 **KEEP A POSITIVE ATTITUDE** - Your attitude is every bit as important as your aptitude in this class - make the most of your experience in *Intermediate Algebra*.

# HOW AM I DOING IN MA 103????

## Attendance

8/30	9/1	9/3	9/6	9/8	9/10	9/13	9/15	9/17	9/20	9/22	9/24
			No classes								
9/27	9/29	10/1	10/4	10/6	10/8	10/11	10/13	10/15	10/18	10/20	10/22
10/25	10/27	10/29	11/1	11/3	11/5	11/8	11/10	11/12	11/15	11/17	11/19
11/22	11/24	11/26	11/29	12/1	12/3	12/6	23/8	12/10	Wednesday, 12/15		
	No classes							Last regular class	Final Exam 9 am class, 8 – 10 am 11:30 am class, 10:15 am - 12:15 pm		

## Quizzes

#1	#2	#3	#4	#5	#6	#7	#8

**Remember: If you miss a quiz, your grade is 0.**

## Tests

#1	#2	#3	#4

**Remember: If you miss a test, you can only make it up if you**

- (1) Have no more than one unexcused absence during the time period covered on the test.
- (2) Contact the instructor by telephone at 240-567-5215 or by e-mail at [joyce.riseberg@montgomerycollege.edu](mailto:joyce.riseberg@montgomerycollege.edu) on or before the scheduled test date.
- (3) Can prove that you have a legitimate reason for missing the test.
- (4) Have completed the MyMathLab homework on the relevant material.