

MTH 60-Introduction to Algebra CRN: 30464

Winter 2012

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Office in BC 101, Office Hours: M & W 9:00-9:50, Tues 8-8:50 or by appointment

Class will be held in BC207 Monday and Wednesday from 10 a.m. to 11:50 a.m.

Welcome!

Thanks for choosing LBCC. We are excited about helping you learn mathematics so you can reach your personal goals. We hope that you will find this class fun, rewarding, and a positive experience. To help make this happen we will both:

- Treat each other as adults with the dignity of equals.
- Listen with respect when others ask a question.
- Show up on time prepared to work, to contribute, and to participate.
- Prioritize this class in our lives by avoiding scheduling conflicts.
- Learn each others' names.
- Call or e-mail in advance if unable to attend.

MTH 60 is a first course in algebra that assumes you have never had an algebra class. We will be studying variables, algebraic expressions, linear equations, integers, exponents, graphing, dimensional analysis, scientific notation, ratio and proportion, percents, statistics and problem solving. Writing and group work will be part of the course. Prerequisite: MTH 20 or equivalent placement test results

Materials

MTH 60 Textbook and Lecture Module Packet

Scientific or graphing calculator (calculators that do algebra are not allowed in this course).

Homework notebook, pencils, "sticky" notes, tab dividers, ruler, large eraser, highlighter, pencil pouch, graph paper.

A note on your Notebook - Organization in Algebra

Being unorganized is one of the biggest barriers to student success in algebra. You need to organize yourself even before you do the first problems. Having an organized notebook will make doing the work in this class easier.

Notebook Essentials:

1. Acquire a 3-ring loose-leaf binder (1 to 2 inch recommended).
2. Use standard size notebook or engineering paper. (*Absolutely no spiral bound paper.*)
3. Make sections with labeled dividers. I suggest making a divider for each module.
4. Put class notes, homework and other papers in at the end of each section within the module. Examples: Put notes and homework for Section 1.1 after page 13. Put notes and homework for Section 1.2 after page 34.
5. Use a sticky note to mark your location in the module so it is easy to keep track of where we are in the module. Move the sticky note as we move through the modules.

Help is Available!

First, because LBCC is a learning-focused community, your instructors work to assist you. Also, your classmates will become study partners both in and out of class.

Your success matters to us, so work with us to do the best work that you can.

There are lots of resources to help you in your study of algebra this term.

- ✓ Use my office hours or set up an appointment, just ask! I will be glad to help you whenever I can.
- ✓ Form a study group! It's a great way to learn new material and prepare for tests.
- ✓ Make flash cards of definitions and procedures or rules. Use them to quiz yourself.
- ✓ An instructional assistant is available in the Learning Annex (BC232). S/he can answer all your algebra and calculator questions.

Math Help Hours are:

Monday	Tuesday	Wednesday	Thursday	Friday
12 to 4	12 to 4	12 to 4	12 to 4	Closed
6 to 9	6 to 9	6 to 9	6 to 9	

- ✓ Tutors can provide extensive, individual help, and their help is free! Register on-line: At www.linnbenton.edu click on Current Students then click on Learning Center under Student Support. Click on Tutoring Center in the side bar. Then follow the directions.

Grading

Activities: There will be 4 group activities in class. You **must** be in class on those days! Make-ups are allowed if you contact me before the class period when it is scheduled and make arrangements for the makeup within one week. Activities are worth 20 points each.

Tests: This course is divided into 4 modules with a module test at the end of each one. To pass this course you must pass the first 3 module tests with a score of 70% or higher, and the module 4 test with a 60% or higher.

Additionally, there is a proficiency test in this course. To ensure that all students who receive credit for this course have mastered certain essential algebra skills, each student takes a proficiency test (10 questions) near the middle of the term. You must pass the proficiency test with a score of 95% or higher, and calculators are not allowed. If needed, you may take the retake the test up to twice a week in the Learning and Career Center without penalty.

Most tests will be taken in the Benton Center Learning and Career Center (BC222). Testing Hours:

Monday	Tuesday	Wednesday	Thursday	Friday
9 a.m to 8 p.m	9 a.m to 8 p.m	9 a.m to 8 p.m	9 a.m to 8 p.m	9 a.m to 4 p.m

You will need to bring photo ID to test. Calculators may be used during the Module tests. (Tests must be started at least one hour before closing.) The tests are designed to take most people about an hour. For tests 1, 2 and 3 you may take as much time as you need as long as you complete the test by the time the Learning and Career Center closes. Test 4 is done during the regularly-scheduled final exam period.

Test Deadlines and Passing Tests: To be successful in math courses you need to stay caught up with the material. However, life situations sometimes interfere with your academic life. If you score below 70% or do not take a test on time, you will be given permission to retake the test for a maximum score of 80%. However, you will only get this permission automatically once. If there is a second failed or missed test, an exception for a second retake/late test will only be given under extenuating circumstances.

Homework: Success in a math class goes hand-in-hand with completing the homework assignments. You are required to complete all of the odd-numbered problems, answers are listed in the back of the book. Even if you are familiar with the material, you are still required to do the homework. When doing your homework, feel free to ask for help. The Math Help Desk personnel are here to help you; get in the habit of doing your homework during open hours. Form a study group with other members of the class--talking with others is often where learning begins. To help keep you motivated, there will be frequent homework checks.

Your Homework Responsibilities:

- Come to class each day ready to learn. (That means being focused on learning and having all your necessary materials.)
- Read all class material thoroughly!
- Homework each day will consist of the odd-numbered problems in the section(s) covered that day. The answers are in the back of the module packet.
- Come to class each day with complete and correct homework assignments.
- Use this format for your homework:
 - i) Write the section number at the top of each homework page.
 - ii) Keep homework problems in order assigned.
 - iii) Write the *instructions* for each homework problem or group of homework problems
 - iv) Copy the homework problem, show your steps, draw a box around the answer.

Course Grades will be based on

4 tests (@ 100 pts each)	400 points
4 activities (@ 20 pts each)	80 points
In class quizzes/homework checks	<u>75 points</u>
Total	555 points

Final Grade: 90% - 100%=**A** 80% - 89%=**B** 70% - 79%=**C** 60% - 69%=**D**

If you do not complete the class you will receive a grade of **Y** or **WP** and will need to re-register and take the class again. If you choose, you can take opt for P/NP for this class. This must be done online by the end of the 7th week of the term.

Other

We will cultivate a positive learning environment in the classroom by listening and speaking to one another respectfully and by arriving and leaving on time. Read your copy of the *Student Rights and Responsibilities*. As the title suggests, it outlines both your rights and your responsibilities as a college student at LBCC. You may get a copy at the Student Life and Leadership office or on the web at http://linnbenton.edu/studentrights/rights_home.html

All students are expected to take tests and do written assignments with integrity; do not jeopardize your own honesty or that of other students. Violations (cheating) will have serious consequences affecting your grade. Violations will be reported to the Dean of Students.

Student Support: LBCC has many student support programs. These folks will help with issues that get in the way of your success. Someone can help you find child care, medical help or part-time employment. Check in the Career Center, the Multicultural Center, or Student Life for more information.

Above all, we know that being a student, perhaps with a job and family responsibilities too, can be overwhelming at times. If you feel discouraged or worry about how you are going to make it, tell one of us. Let us help you find a path to your success here at LBCC.

ODS Statement: If you have emergency medical information for your instructor, need special arrangements to evacuate campus, or have a documented disability, please meet with your instructor, by appointment, no later than the first week of the term, to discuss your needs and present your ODS accommodation letter. If you have a documented disability that will impact you at college and you have yet to seek accommodations, contact the Office of Disability Services (ODS) for intake and to document your disability with LBCC. Only students who document a disability and present an accommodation letter to an instructor are entitled to academic accommodation. Each term, when you register for classes and at least 2-3 weeks prior to the start of a term, submit your "Request for Accommodations" form to ODS. Week 1, pick up letters for your instructors and deliver in person to each instructor during office hours or by appointment. Instructors may need time to arrange your accommodations. ODS may be reached from any LBCC campus/center by email to ODS@linnbenton.edu or by calling 917-4789. Letter pickup is available at each LBCC campus/center.

Cell Phone Policy

A ringing cell phone or text messaging is very distracting in class. If you have a cell phone with you, please be sure the phone is turned off (not on vibrate) and stored in your purse or pack. If you must leave your phone on due to some unusual emergency situation, please notify me before class, set the phone on vibrate and sit near the door so that you can leave class as soon as the phone rings and before you answer it.

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Tentative Schedule—Subject to Change

The homework for the listed sections is due the following class period. Do all odd problems in the section and check your answers with the back of the book.

	Monday	Tuesday	Wednesday	Thursday	Friday
1	1/9 Course Intro Sections 1.1, 1.2	1/10	1/11 Sections 1.3, 1.4	1/12	1/13
2	1/16 LBCC Closed	1/17	1/18 Sections 1.5, 1.6	1/19	1/20 Last Day for Refund
3	1/23 Review Module 1 Activity 1	1/24	1/25 Sections 2.1, 2.2	1/26 Mod 1 Test Deadline	1/27
4	1/30 Sections 2.3, 2.4	1/31	2/1 Sections 2.5, 2.6	2/2	2/3
5	2/6 Section 2.7 Review Module 2	2/7	2/8 Section 3.1 Activity 2	2/9 Mod 2 Test Deadline	2/10
6	2/13 Section 3.2 Proficiency Test, in class	2/14	2/15 Sections 3.3, 3.4	2/16	2/17
7	2/20 LBCC Closed	2/21	2/22 Sections 3.5, 3.6	2/23	2/24 Last day to drop (W)
8	2/27 Section 3.7 Mod 3 Review	2/28	2/29 Section 4.1 Activity 3	3/1 Mod 3 Test Deadline	3/2
9	3/5 Sections 4.2, 4.3	3/6	3/7 Sections 4.4, 4.5	3/8	3/9
10	3/12 Section 4.6 Activity 4	3/13	3/14 Section 4.7 Mod 4 Review	3/15	3/16
11	3/19 Mod 4 Test, in class	3/20	3/21 Last day to test	Closed	Closed

How to be Successful in Math Courses: Attend class and do the homework.