

**Fall 2012 Course Syllabus**  
**Math 256: Pre-Algebra, Course #: 52401**  
**Tues, Thurs: 2-3:15pm, Room: CCI 201**

**Instructor:** Nicole Batenhorst

**Email:** nicole.batenhorst@reedleycollege.edu

**Office Hours:** Tuesday 12-1 pm in the Math Center, FEM 1

**Prerequisites:** Exam placement or Math 250

**Course Description:** An introduction to some of the key concepts covered in Beginning Algebra (e.g., solving equations, graphing, word problems) which are typically difficult for MATH 101 students.

**Text:** *Prealgebra*, by Tom Carson (4th Edition)

You have options regarding purchase of the text and/or MyMathLab:

1. You can purchase the book with the MyMathLab program.
2. You can purchase the book and the MyMathLab program separately.
3. Or...You can purchase the MyMathLab program and view the book online (CHEAPEST METHOD!)

**Grading:** Grades will be based on the following rubric.

<b>Homework and Worksheets:</b>	20%
<b>Quizzes, Group Work, Exam Reviews:</b>	15%
<b>Chapter Tests:</b>	50%
<b>Final Exam:</b>	15%

**A:** 100%-90%    **B:** 89%-80%    **C:** 79%-70%    **D:** 69%-60%    **F:** 59%-0%

**Holidays and Important Dates:**

Monday, September 3<sup>rd</sup>, 2012

Monday, November 12<sup>th</sup>, 2012

Thanksgiving Break: November 22<sup>nd</sup> -23<sup>rd</sup> (Thurs-Fri)

Last Day of Class: December 6<sup>th</sup>

December 11<sup>th</sup> –December 14<sup>th</sup>: Finals Week

**Deadline to Drop the course, without getting a 'W':** September 3<sup>rd</sup>, 2012

**Last Day to Add:** August 31<sup>st</sup>, 2012

**Announcements:** You will need to check your school email account (Outlook) frequently. I will be using email to contact you regarding due dates, assignments, and other important course/testing information.

**Homework:** Homework is an essential element of this course and is your time to practice what will be on the exams. Homework will be assigned on the MyMathLab computer system; the website you will go to each time to do your homework is [www.coursecompass.com](http://www.coursecompass.com). Because you do homework on a computer system, you must create an account asap (see directions on next page). *You are responsible for making sure you have access to a computer with internet capabilities.* There are several locations on campus which have internet access (labs, library, student lounge, etc.). **Please be sure to pay attention to the due dates as you will not be able to work on assignments after they are due.** . I will drop your lowest 2 homework scores.

**Worksheets:** Worksheets will be assigned throughout the class (1 to 3 per chapter). The worksheets are designed to give you more practice on the material, and they may be worked on individually or in groups. The point value and due date of worksheets will vary. Worksheets are very important to learning the process for solving the problems learned in class. **Please be sure to pay attention to the due dates as you will not be able to turn in assignments after they are due.**

**Quizzes:** Quizzes will occasionally be assigned. Sometimes I will announce when we are going to have a quiz, and other times we will have POP-QUIZZES. Some quizzes will be extra credit, while others will count toward your Review and Quiz grade. Make sure you have good attendance or you will hurt your grade missing pop quizzes.

**Exams:** MAKE UPS ON EXAMS AND QUIZZES WILL NOT BE ALLOWED. We will have a Chapter Exam for every 1-2 chapters of material we cover from the book. Combined, these Chapter Exams make up 50% of your grade. You will be given an exam review for every test.

**Final:** A final exam will be given on **(date to be announced)**. It will be held in our regular classroom. The final exam is mandatory, and if you do not take it you will not pass the class.

**Calculators** are not allowed in this class.

**CLASS POLICIES AND GUIDELINES:**

You can be dropped from the class or have participation/homework points deducted for violating any of the following rules.

1. Please be *on time!* If you arrive late or have to leave early, do so quietly. Leaving 10 minutes or more before class is over or arriving more than 10 minutes late to class will count as an absence. More than 7 absences will result in a failing grade.
2. Please turn **off** all cell phones and other electronic devices while in class. Failure to do so will lead to confiscation of your handheld device.
3. Please respect not only me, but also your fellow classmates. If someone else is speaking **YOU ARE NOT**, and when you are speaking no one else should be. Class time is NOT social hour.

4. Please ask questions whenever! My hope is that you will feel comfortable enough to ask questions and bring up relevant issues of discussion during class.

**Cheating, Plagiarism, and Fabrication:** If you are found to be cheating, plagiarism, or fabricating material you may be subject to failure in this course. A letter will be written to the Dean of Student Services to report the incident. COS will then deal with the incident according to the Student Code of Conduct which includes consequence ranging from reprimand to expulsion.

If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible.

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## Registration for MyMathLab Instructions

To register for MyMathLab you will need all of the following:

- A valid email address
- A student access code (included with your textbook), and
- A course code (**batenhorst25453**)

If you do not have an email address, visit our school library's computer center.

If you do not have a student access code, you can purchase one at the company's website.

**Warning:** If you buy a used book, they do not (normally) come with an access code, so you will have to purchase one separately (~\$80).

### Registration Steps:

- 1.) In any web browser, go to [www.coursecompass.com](http://www.coursecompass.com)
- 2.) Underneath "Students" click on the button labeled "Register"
- 3.) Be sure that the button next to "Get access to a new course" is selected. Click "Next".
- 4.) Enter the course code, which is **batenhorst25453**, and then click on the "Find course" button.
- 5.) The course information for your course should appear. If you already have your student access code, select "Access Code" and enter your 6 word access code in the boxes provided. (*Note: If you have already created a MyMathLab account and purchased an access code-For example, you are retaking Math 200, the access codes are good for up to 3 semesters*).
- 6.) Click the "I accept" button to accept the company's license agreement.

- 7.) If you already have a Pearson Education account from a previous class, click “Yes” and enter your login name and password.

If you have not used MyMathLab before, click “No” to create your login name and password. (At this time you will be choosing a login name and password that will allow you to log into MyMathLab in the future. After this initial registration, your login name and password are all that you will need to access the MyMathLab site.)

Enter a login name. (The company suggests using your email address, but it is up to you.) Your login name must be at least 4 letters and/or numbers long, and cannot contain spaces. It cannot be the same as anyone else’s login name, so be sure to choose a unique name that you can remember.

Create a password in the next box, and retype it in the following box. (Your password must be at least 8 characters long. It must contain at least 1 letter and at least one number).

It is a good idea to write down your login name/password for future reference. Once your login name and password are typed, click the “Next” button.

- 8.) Type your name and email address in the boxes provided. I will be emailing you using the address you choose, so be accurate.

Select “United States” for your country, type 93654 for the school’s zip code, and select “Reedley College” from the list of schools.

Select a Security Question and type your answer. You will need this in the future if there is a problem with your account.

Click the “Next” button.

- 9.) You are now finished registering. Click the “Log In Now” Button to get started.