

**NEW! ELEMENTARY ALGEBRA, FALL 1999, RC, 3 UNITS,
#81028, MWF 7 - 8:25 AM, ROOM FEM-4E, MR. PAUL KRYDER**

Comprehensive Final Exam: 12-13 (M), 7 - 9 am, Room FEM-4E.

Objective: To teach you elementary algebra.

No School (RC): 9-6 (M), 11-11 (Th), 11-25 (Th), 11-26 (F).

Class Drop Deadline: 10-15 (F). Dropping is purely your responsibility.

My Office Hours: No formal office as such, but as the room is unused after class until 9 am, I am willing to stay until then on any class day for anyone who needs extra help. *(You are welcome to stay and use the computers on your own during this time as well as during any other "open lab" time—see the lab schedule posted outside the door.)* Also, I will routinely come in at least 15 - 20 minutes before class and I will make an absolute commitment to do so on the day of an exam. Campus mailbox or my home phone (Reedley listed number) are ways to contact me outside of class.

Required Materials: Please bring to every class your textbook (*Elementary Algebra*, fifth edition, by McKeague, 1995), pencil or dark pen, ruler, paper or notebook, and graph paper. (Calculators are not needed in elementary algebra.) 1 new large blue book (buy in bookstore for a few cents) required for each exam.

Optional Materials: Solution manual to accompany textbook; Mathcue Tutorial computer software package for those with computers at home (this is the same software we will be using in class); tutorial tapes in the RC library available for your use in the library.

Grading: Based on exams. *(6 or 7 chapter exams + final exam.)* (Quizzes and homework used to "enhance" chapter exam scores.) Each exam (including final exam) worth 100 points. *(With quizzes, homework, and some on-exam bonus points, scores over 100 points are possible, but no score over 110 will be allowed.)* Grading scale is **F < 60% ≤ D < 68% ≤ C < 80% ≤ B < 91% ≤ A**. Lowest single exam score discarded. *(All official reports of your "grade" before semester's end shall count everything given to the class and graded by me to that point—no discarding.)*

Early Exam: Given with very good excuse.

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Late Exam: Never given on first missed exam (that is your drop exam); given on second miss or later with very good excuse (of which I reserve the right to seek verification).

Early or Late Quizzes: Never given, absolutely no exceptions.

Late Homework: Never accepted. *(All homework pertaining to a given chapter exam is due when you take that exam; homework exercises and homework format are given in the Homework List.)*

Cheating: Never tolerated; will be dealt with by giving you a counting score of 0 on whatever you cheated on or, in very severe cases, your removal from the class or a grade of F for the class. *(In extremely serious cases, you could even be subject to expulsion from RC.)*

Outside Help: Tutoring available free of charge to all enrolled RC students at the Tutorial Center, HUM-58. I strongly encourage you to seek outside help right away if you are having trouble with any of the material in the class.

Incompletes: Given only in the most unusual, extreme circumstances (verified, of course). *If you take an incomplete you will get the semester grade you earn, unless you earn an A, in which case you will receive a B.*

Not Allowed: Distractive conduct or rudeness (to anyone) in class; babies or toddlers in class; pagers, cell phones, or vehicle alarms disrupting class; people who, *without communicating with me at all*, “disappear” from class for 2 or more weeks straight and then try to return; the use of tobacco products of *any kind* in class or inside any campus building (RC rule).

Work-Related Conflicts: Every semester I get a number of students who have to miss quite a few classes because of their jobs. I will try to be understanding and work with you on this, but if you know now that there are liable to be many conflicts with this time slot, you should consider switching to a section of the class that better suits your schedule. Most employers are actually quite accommodating if you tell them ahead of time when you can and cannot work. *One other note: I do not want any more of those students in my classes who—either because of their jobs or availability of transportation or whatever—have to routinely leave class early and/or arrive late.*

Expected: Your attendance at and involvement in every class. Please be an active learner and ask questions at *any time* if you do not understand something. Your success in the class is very important to me and I hope that it is to you too. This success is, however, to a great extent based upon the effort *you* put forward both *in class* and *outside of class*. Good luck!!