

## Reedley College – SUMMER 2010 - Course Syllabus

### MATH 250 WEB, COLLEGE ARITHMETIC Online, Section # 78080

**Instructor:** Mrs. Lina Obeid      **Class Room:** Web      **Class Time:** WEB  
**Office and Office Hours:** online via e-mail only      **E-Mail:** lina.obeid@reedleycollege.edu

---

**Basic Skills Advisories:** admission to Reedley College      **Subject Prerequisites:** admission to Reedley College

---

**Optional\* Texts:** Tobey, Slater and Blair; *Essentials of Basic College Mathematics*; 2<sup>nd</sup> Edition. New Jersey: Pearson. (With coursecompass package)

\* **The textbook is optional, but the access to coursecompass is mandatory. The access can be bought online if you do not want the textbook. You have access to the book online with the access code. The access code costs around \$75, and can be purchased online at [www.coursecompass.com](http://www.coursecompass.com). The use of a credit card is required if you purchase it online. MAKE SURE YOU SIGN UP FOR THE RIGHT BOOK AND EDITION!!!**

**Requirements:** *A dial-up connection is too slow for this class.* The website that the class will be using is [www.coursecompass.com](http://www.coursecompass.com) [and NOT Blackboard – only the orientation video will be uploaded on Blackboard]. This site only requires that your browser (i.e. internet explorer, netscape, etc.) has specific plug-ins.

#### Materials Needed:

binder paper, ruler, pencils, erasers (possibly a calculator to check answers.)

#### Course Description:

Arithmetic operations on whole numbers, fractions and decimals: application of order of operations to simplification of mathematical expressions. Word problems and applications of arithmetic using ratios, proportions and percents. Designed as a quick review of college arithmetic to prepare the student for Mathematics 256 or 101.

#### Attendance and Tardy Policy:

- Students who do not send the instructor an e-mail by June 18 - confirming they viewed the orientation on the Blackboard site - will be dropped as a NOSHOW.
- Students who do not sign up at [www.coursecompass.com](http://www.coursecompass.com) by June 18 will be dropped as a NO SHOW.
- **Since this is an online class, students are expected to check their e-mails regularly and work on [www.coursecompass.com](http://www.coursecompass.com) daily and regularly.** That is what attendance is based on. **Late work is not accepted.** Excuses will not be accepted (for example, I did not read my e-mail, my computer froze, .... ). Students who do not check their emails or work on their assignments on regular basis could be dropped for non-attendance. The attendance policies still hold in an online class. Missing an assignment or not checking email is the equivalent of being absent.
- Students are responsible for any and all of the information sent to them in emails or posted on the course sites.
- **Technology problems will not be accepted as excuses to get extensions, second chances, or exceptions.**
- Students are expected to attend the onsite mandatory meetings on the scheduled date (as mentioned in the schedule of courses), arrive on time, bring a valid picture ID, and stay for the whole class period. Students who are absent or late, or who leave early will receive a zero on the missed or late midterm.

#### Behavioral, Campus, and Academic Policy:

- Reedley College campus policies and academic regulations will be implemented in this class.
- **All communication with instructor must be online through email.**
- **Plagiarism:** Reedley College rules on plagiarism will be enforced. Students cheating and students allowing others to cheat off of their assignment will receive a 0% on that assignment (whether it is a final, test, quiz, midterm, or any other assigned work). **PLEASE NOTE:** Scoring 30% higher on the online chapter quizzes, then on the onsite midterm exams might be a sign of cheating. **The teacher reserves the right to make that conclusion.** [For example, if a student scores a 80% on the online chapter quiz, but scores a 50% on his midterm which is based on the same material – this might mean that the student got unauthorized help on the online chapter quizzes.]. In that case, the rules on plagiarism/and cheating will be enforced.

**Grading Policy:** Students are graded according to the following:

**Online homework** grades constitute **25%** of the student's overall grade.

**Online chapter quizzes** grades constitute **15%** of the student's overall grade.

**Onsite Midterm exam** grades constitute **40%** of the student's overall grade.

**Onsite Final Exam** grades constitute **20%** of the student's overall grade.

- **Online Homework:** Homework is assigned on regular basis. Homework will not be accepted late. Homework assignments will be given on-line. You may work a couple of days ahead if you like. ***It is important to stay current to be successful in the course!*** **Do not expect to take the exam and then complete the homework.** Each assignment has a due date and the assignment will be unavailable to the student after the due date. The two lowest homework scores will be dropped to allow for emergencies.
- **Online chapter quizzes:** Online chapter quizzes are to be taken online by the scheduled date/time. They are timed, so pace yourself. You WILL NOT BE ALLOWED TO SCORE ON AN ONLINE QUIZ HIGHER THAN THE AVERAGE HOMEWORK SCORE FOR THAT CHAPTER. [Example: you score an average of 30% on the homework for chapter 4, but you score 70% on chapter 4 online quiz – your score of 70% will not count fully – chapter 4 online quiz score will be changed to the average of 70 and 30 which is 50%.] The reason for that is you cannot learn the material in an online class without doing the homework. Another reason is that you have to earn the right to a good grade through a show of effort – this also prevents cheating in an online (such as getting someone to take the quizzes). To avoid putting yourself in such a situation, be sure to complete the homework first! **Online quizzes will not be accepted late.** **The lowest online quiz score will be dropped to allow for emergencies.**
- **Onsite Midterm Exam:** One onsite midterm exam will be administered throughout the semester. No make-up midterm exam will be given for any reason. Students are expected to take the midterm on the date and time scheduled. Student need to present their valid picture ID or Driver's license to be allowed to take the midterm. NO ID= NO MIDTERM. Students who do not take a midterm will receive a score of ZERO on that midterm. THE MIDTERM SCORE CANNOT BE DROPPED. In the case of a proven dire emergency (i.e hospitalization, car accident...), the midterm score may be replaced by 75% of the final exam score. **The midterm is scheduled for Monday, July 12 in FEM4E at Reedley College. There will be two testing sessions available on that day: a 4 pm session or a 6pm session.** Students should not take the class if the scheduled date or time of the midterm exam does not fit in their schedule.
- **Onsite Final Exam:** is a comprehensive final meaning it might contain any of the material covered from the entire semester. NO ID = NO FINAL. ***The final exam score cannot be replaced by a midterm score. Students who do not take the final will receive a score of 0% on the final.*** **The final is scheduled for Wednesday, August 4 in FEM4E at Reedley College. There will be two testing sessions available on that day: a 4 pm session or a 6pm session.** Students should not take the class if the scheduled date or time of the final exam does not fit in their schedule.

If students need further clarification regarding grades, they are welcome to consult the instructor.

<b>Grading Scale:</b>	<b>Grade</b>	<b>Percent</b>	<b>Grade</b>	<b>Percent</b>
	A =	90% - 100%	D =	60% - 69%
	B =	80% - 89%	F =	Below 60%
	C =	70% - 79%		

**Tips for Success:**

- Work daily and regularly;
- **Do not procrastinate;**
- Complete assignments on time with all the work shown step-by-step in a spiral notebook;
- Put in the maximum effort daily in every aspect of your work;
- READ THE SECTIONS, do examples, and view the videos first.
- Do not wait until you are failing or you are completely lost to ask questions.
- Remember your procrastination is no one else's emergency.

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

**\*\*Print and Post this page next to your computer screen\*\***

## IMPORTANT DATES AND DEADLINES

**WARNING: This is an extremely fast paced and intensive class. Only students who have strong study skills will succeed. Also, please make sure to check your calendar. The scheduled midterm and final exam dates are non-negotiable. Please drop the class if the scheduled dates of the midterm and final do not fit your schedule, or if the pace of the class is not appropriate for you. Also, if you tend to procrastinate or if you work individually, then this is definitely not a class to take as a SUMMER class or an ONLINE class.**

### MARK YOUR CALENDARS NOW!

#### I. Important General Class Dates and Deadlines: Summer 2010

June 14	Monday	First Day of Summer 2010 Classes
June 15	Tuesday	View Orientation Video @ Blackboard site; Purchase access code & register @ <a href="http://www.coursecompass.com">www.coursecompass.com</a> site; Work on your assignments @ <a href="http://www.coursecompass.com">www.coursecompass.com</a> site.
June 18	Friday	Last day to send instructor an email confirming you viewed the orientation
June 18	Friday	Last day to register at <a href="http://www.coursecompass.com">www.coursecompass.com</a>
*June 19	Saturday	Instructor drops students who did not register at <a href="http://coursecompass.com">coursecompass.com</a> : NO SHOW
*June 19	Saturday	Instructor drops students who did not send confirmation e-mail: NO SHOW
June 23	Wednesday	Last day to drop a Summer 2010 class without a W
July 12	Monday	Onsite Midterm
July 9	Saturday	Last day to drop a Summer 2010 class (letter grades assigned after this date)
August 4	Wednesday	Onsite Final Exam

#### II. ONSITE MEETINGS/EXAMS IMPORTANT DATES:

- There will be 2 onsite mandatory meetings at Reedley College during the semester.
- All these meetings must be attended on time with a Valid Driver's License.
- Failure to attend those dates will result in receiving a 0% on the midterm exam or final with no chance of make up. No exceptions!

1. Onsite Exam: **Monday, July 12** @ Reedley College, Room # FEM4E from 4 to 5:30pm OR from 6-7:30 pm

2. Onsite Final: **Wednesday, August 4** @ Reedley College, Room # FEM4E from 4 to 5:30pm OR from 6-7:30 pm

▶ *Instructor reserves the right to make changes to the syllabus.*