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Course Prerequisites. I assume you have completed the second course in the high school algebra curriculum, Algebra II, or Intermediate Algebra (MATH 0123). Further, I assume some minimal familiarity with a graphing calculator such as the Texas Instruments TI-83.

Required Textbook Package and Supplies.

- **Textbook Package.** You are required to have the textbook package for the course which consists of the textbook *College Algebra - Graphs and Models (4th edition)* by M. Bittinger, J. Beecher, D. Ellenbogen, and J. Penna. Addison Wesley Longman, Inc. , 2009 and the manual *Graphing Calculator Manual* by J. Penna, 2009.
- **Graphing Calculator.** You are required to have a graphing calculator for this course. I will be using a TI-83 Plus graphing calculator for some class demonstrations. You may check out a TI-83/TI-83 Plus graphing calculator from the Mathematics Department (401 MS) for use during the semester while the supply lasts; there is NO charge.

Course Evaluation. There will be a total of 500 points possible in this course, distributed among homework, homework quizzes, hourly exams, and the final exam as shown below. Notice that the final exam score counts twice; thus, it actually contributes 200 points to your grade. Class attendance can also help your grade. Course grades will be determined according to the following distribution.

| | |
|-------------------|------------|
| Homework/quiz | 100 points |
| Examination 1 | 100 points |
| Examination 2 | 100 points |
| Final Examination | 100 points |
| Final Examination | 100 points |
| | ----- |
| TOTAL | 500 points |

Letter grades will be assigned according to the following scale.

| | |
|------------------|---|
| 450 - 500 points | A |
| 400 - 449 points | B |
| 350 - 399 points | C |
| 300 - 349 points | D |
| 0 - 299 points | F |

Examinations. There will be two (2) fifty-minute examinations with a maximum possible score of 100 points each and a 100 point comprehensive final examination which will be recorded twice. *Make-up examinations* will be given only for very **serious and unavoidable** conflicts, and *only if* your request to take a make-up examination is approved by your instructor **in advance**. If this condition is not satisfied, it is understood that the opportunity to take a make-up examination is voided. In the instance that a make-up examination is appropriate, it will be given the last day

of Finals Week during the period scheduled for make-up exams. Bring your student ID to each examination.

Exam Dates. Our exams will be held on the following dates; mark your calendar NOW!. I will announce which sections they cover at least two class periods in advance.

Exam 1: June 23, Thursday

Exam 2: July 14, Thursday

Final Exam: July 28, Thursday

Homework/Quiz Grade. Homework will be collected and selected problems will be graded. Homework must be turned in during class on the date it is due; you must be present for the entire class session to turn in homework. The staff in the mathematics office has been instructed not to accept homework papers. NO LATE HOMEWORK WILL BE ACCEPTED BY THE INSTRUCTOR. The instructor sometimes may give you a quiz without any prior notice instead of collecting your homework. However, you should always be ready to submit your homework on the due dates. There is a total of 120 points possible on the eleven (6) homework assignments; however, your homework grade will not exceed 100 points.

Homework assignments must be submitted in the following manner:

1. Your name will be prominently displayed on each page.
2. Textbook page and problem numbers will be prominently displayed.
3. Problems will be submitted in the order in which they were assigned.
4. The pages will be stapled together.
5. You must show all work to receive credit.

If these conditions are not met, your work will not be evaluated; it will be returned to you with the assigned grade of 0.

MLRC: Mathematics Learning Resource Center. The MLRC is an invaluable resource to support your mathematical learning. In particular, the MLRC will offer many hours of tutoring College Algebra. They are located on the 4th floor of the Classroom Building.

A schedule of the times when the MLRC is open this semester will be distributed in class.

Attendance/Class Participation Score.

1. **Class Attendance and Participation:** At least once per day, I will take attendance in some way. For each absence, 4 points will be deducted from the maximum of **40 bonus points** you will get. You must be in class for the entire class session to be counted as present. You also must actively participate in class; otherwise, you may lose 4 points per day. There will no excuse for missing classes.

At the end of the semester, your Attendance/Participation Score (40 points maximum) will be added to your overall score to calculate your course grade.

More on Class Attendance.

If you are late for whatever reason, please respect your classmates and do not interrupt the class session already in progress by coming in.

Drop and Withdrawal Policy (General University Policy 2-0206). "Dropping" means withdrawing from a specific course while "withdrawal" means withdrawing *from all courses* and leaving the University for the balance of the term. The drop and withdrawal dates are noted on the

attached calendar. IT IS YOUR RESPONSIBILITY TO KNOW AND COMPLY WITH ALL DEADLINES

Incomplete Grade. The grade of "I" is given to students who satisfactorily completed the majority of the course work and whose work averages "D" or better, but who have been unavoidably prevented from completing the remaining work of the course. A condition that the students must repeat the course in order to remove the "I" is not permitted. The maximum time allowed for a student to remove an "I" is one calendar year.

Academic Integrity. The university has explicit rules governing academic integrity. Working with another person or in study groups on problems can be helpful in learning the material. I encourage you to work together if you find it helpful. However, **all written and on line work submitted must be your own.** Copying someone else's problem solution, showing your written solution to someone else, or having another person complete your on line work is prohibited; such behaviors are regarded as violations of academic integrity and will be treated according to the University's policy. In order to be successful in learning the material and doing well on the examinations you must think very hard about the problems themselves **before** discussing them with anyone else.

Special Accommodations for Students. "If you think you have a qualified disability and need special accommodations, you should notify the instructor and request verification of eligibility for accommodations from the Office of Student Disability Services (315 Student Union). Please advise your instructor of your disability as soon as possible, and contact Student Disability Services, to ensure timely implementation of appropriate accommodations. Faculty have an obligation to respond when they receive official notice of a disability but are under no obligation to provide retroactive accommodations." (OSU Summer 2011 Syllabus Attachment)

Final Note. Any changes in this syllabus will be communicated to you in class.