

College Algebra Fall 2005, 3 credit hours	
Instructor:	Stefan C. Mancas
Office:	MAP 350 F
Office Hours:	M-W-F 10:00-10:50
Office Phone:	3-6535
Email:	smancas@yahoo.com
Class Location:	Map 336
Class Meeting Times:	M-W-F
Textbook:	<u>College Algebra</u> , by Lial, Hornsby, and Schneider (available in the bookstore. Do not order your textbook online as you will need the custom version of the text which includes software and additional inserts.)
Attendance/Etiquette:	Past experience indicates that the students who will succeed in the class are the students who attend. Please observe common rules of courtesy. Once inside the lecture hall you should turn off all cell-phones and pagers and not use them during class. You should plan on staying for the entire 50-minutes. Leaving a lecture early or arriving late without a pre-approved reason is a distraction to your classmates and the professor. NO MAKE-UP EXAMS OR QUIZZES WILL BE GIVEN IN THIS CLASS. (Exceptions may be made for official University-related absences. Whenever possible, you must discuss your circumstances with me prior to the absence.) Attendance will be taken in your discussion sessions.
Homework:	The syllabus gives you the sections in the book that are covered in each lecture along with the homework assignment. There are also 11 separate homework sets (utilizing the MyMathLab software) taken online. It is very important that you do homework regularly. Studies indicate that you should spend at least two hours working on homework outside of class for every hour you spend in class. Any student needing extra practice is encouraged to complete additional exercises from the text. The homework average will constitute 15% of your course grade.
Quizzes:	There will be 12 short quizzes. They will be of a similar standard to the questions at the end of each section in the book. The quiz average will constitute 15% of your course grade.
Tests:	There are four 50-minute tests throughout the semester and a 170-minute comprehensive final exam. The lowest test grade (of the four 50-minute tests) is dropped, and the average of your three highest test grades will constitute 50% of your course grade. Test Dates: Test 1: Wednesday, September 21, 2005; Test 2: Wednesday, October 12, 2005; Test 3: Monday, October 31, 2005; Test 4: Monday, November 21, 2005; Final Exam: Wednesday, December 7, 2005 from 7:00 a.m. – 9:50 a.m. You must have a picture ID (either your student ID or a driver's license) to take each of the tests. THERE WILL BE NO MAKE-UP TESTS. If you miss one test, that will be the one dropped. If you miss more than one, any beyond the first will be counted as zero. (Exceptions may be made for official University related absences) All tests must be taken in the lecture section in which you are registered, otherwise, <u>a grade of zero will be given</u> . Students are required to take the final exam at the scheduled time. Travel plans will not be a valid reason for taking the final exam at a different time. When you finish the final exam you should submit your completed scantron (which will not be provided, so be sure to bring your own) and your test paper. Your test papers will be returned and a solution key provided in your discussion class.
Grading Policy:	Class Tests: 50% of course grade; Quizzes: 15% of course grade; MyMathLab Homework: 15% of course grade; Final Exam: 20% of course grade

Grading Scale:	Average	Grade	
	90 – 100%	A	
	80 – 89%	B	
	70-79%	C	
	0-69%	F	
NC Policy:	If you attend 80% or more of the classes, take all tests including the final exam, have a final average of at least 50%, and have at least a 70% MyMathLab homework average, then No Credit (NC grade) will be awarded in place of an F.		
Important Dates:	The Add/Drop period is August 22-26, 2005 The last day for withdrawal is October 14, 2005 University holidays are September 5, November 11, and November 24-26 Finals week is December 5-10, 2005		
Calculator:	You may use a Texas Instruments TI-30XA calculator on the tests and quizzes. You may not use any other type or model calculator in this course. Use of an unauthorized calculator will result in a grade of zero and possible disciplinary action. Calculators will be checked as you enter the lecture hall on exam days and in discussion sessions. Sharing calculators during quizzes and exams is not allowed.		
Other Information:	One of the major keys to success in mathematics is consistency. It is not advisable, and it is generally not possible, to “cram” for an examination and hope to succeed. You should plan to study something in this course every day. Come to class, do the homework, ask questions, and get help when you need it. In this way you will give yourself your best chance for success. We will do all we can to assist you, but motivation, willingness to learn, and the time to study must come from you.		
Extra Help:	In addition to your discussion session, and the office hours of the discussion group leaders and professor, the Math Lab is available free of charge to all students enrolled in the course. The Math Lab is located in MAP 113, and is open Monday to Thursday from 9am to 7pm, on Friday from 9am to 3pm, and on Sunday from 2pm to 6pm. The text also has an online assistance program and free tutoring by phone on Sundays-Thursdays. Information is available on the MyMathLab website or by calling 1-888-777-0463.		
Academic Honesty:	The work submitted in this class is expected to be your own. Forms of cheating/academic dishonesty include (but are not limited to): communicating with another student during a test or quiz (this includes giving information to another student as well as receiving that information), using an unauthorized calculator, using unauthorized material during a test or quiz, and communicating contents of a test or quiz to another student. We reserve the right to penalize a student for academic dishonesty by assigning the student an F for the course. In addition, further disciplinary action through the university will be taken. Please be aware that disciplinary action through the university could result in suspension or expulsion. For more information on academic honesty, please see the Golden Rule contents available at http://www.goldenrule.sdes.ucf.edu		