MAT 104 - College Algebra Course Syllabus
Walters 279

COURSE DESIGNATION
College Algebra. Review of the fundamentals of algebra, linear and quadratic equations and inequalities, functions and graphs, systems of equations and inequalities, exponential and logarithmic functions, and the theory of equations. (3 credit hours)
Prerequisites: 2 years of high school algebra or the equivalent.

TEXT

INSTRUCTOR
Mike Kinnison E-mail: mkinnison@deltastate.edu Walters 270L Office phone: 846-4507

GENERAL OBJECTIVES
Upon completion of this course the student will be able to:
1. Simplify algebraic expressions and perform operations.
2. Solve and graph linear and quadratic equations and inequalities.
3. Solve applied problems.
4. Describe and define a function.
5. Find the equation of a linear function satisfying given conditions.
6. Identify the domain and range, sketch the graph, find the zeros, and compute the inverse of functions.
7. Simplify exponential and logarithmic expressions and solve equations.
8. Solve systems of equations.

TUTORING SERVICE
Free tutoring will be available in the Mathematics Department for students who need help outside of class. Hours when tutors are available will be given to the students and posted on the door of the tutor room, Walters 278. Further tutoring is available through the Prentice Hall web site: www.interactmath.com

GRADING AND EVALUATION
Grades will be assigned according to the following scale.
A(90 - 100) B(80 - 89) C(70 - 79) D(60-69) F(below 60)
1. Assigned homework will be collected and graded on a weekly basis. No homework credit will be awarded for answers only unless this has been agreed upon prior to the assignment. Unannounced daily quizzes may be given throughout the semester. You may use your calculator on all in-class work, as well as on homework and tests.
2. Four scheduled tests will be given during the semester. Your homework/daily quiz average will count as a fifth test. These scores will comprise 75% of your final grade. A comprehensive final examination will comprise the other 25%.
3. There will be at least one question on each test that requires you to provide a written explanation of a concept. Evaluation of the answer to this question will include mathematical content, spelling, grammar, and sentence construction.
4. Cheating and plagiarism are not tolerated. If it is established that a violation has occurred, the instructor may determine the penalty, or he/she may report the offense to the department chair and dean of the school. The usual penalty involves a grade of zero on the test, examination, or paper in question.

CLASS ATTENDANCE
1. Prompt and regular attendance is necessary for success in this course. To receive credit in this course, a student must attend a minimum of 75% of the class meetings. Classes meeting three times per week will be allowed 11 absences, excused and unexcused, and classes meeting two times per week will be allowed 7. If you exceed the allowable number of absences, a grade of “F” will be assigned as the final grade in the course. Absences will begin to accrue the first official day that this class meets, regardless of when you actually enroll in the class.
2. If a student is tardy for class, it is the student's responsibility to request that the faculty member change the recorded absence to a tardy. This must be done on the day the tardy occurs. A maximum of 3 tardies will be allowed. Each additional tardy will be recorded as an unexcused absence.
3. Perfect attendance will be rewarded at the end of the semester. Two points will be added to your final semester average if you have no absences, excused or unexcused, and one point will be added if you have only one absence, excused or unexcused. Please remember to notify me if you are tardy for class. Do this the day the tardy occurs so that I might change the recorded absence to a tardy. Failure to do so will result in the loss of your perfect attendance points.
CLASSROOM POLICIES AND MAKE-UP TESTS

1. Do not use tobacco or eat in the classroom and, PLEASE, NO CELL PHONES OR BEEPERS!!!
2. Do come to class on time and be prepared to begin class at the scheduled time. Do not ask to leave class early.
   Schedule all appointments at times that do not conflict with class time.
3. Come to my office for help during scheduled office hours. No appointment is necessary. It is extremely important that you understand the day's material and are able to complete the homework assignments from each class meeting before we meet another class. If your class and/or work schedule conflicts with the office hours I offer, please feel free to make an appointment for a time not listed or take advantage of the tutors in Walters 278.
4. You are expected to bring to each class your completed set of homework exercises. Homework must be completed on loose leaf notebook paper and kept in sequence in a three ring binder. Each homework problem must include the original problem, complete work, and the answer. No homework credit will be awarded for answers only unless this has been agreed upon prior to the assignment. Once a week after a brief question session at the beginning of the period, I will ask you to hand in a designated homework assignment. I will select several problems from the assignment that I feel are representative of the content covered on the assignment. These problems will be graded and he next class meeting. The average of these daily grades will count as one major test grade!!! If you are tardy or absent on the day that a daily question is collected, you must present a written excuse acceptable by the university along with the missed work as soon as you return to class. Failure to do so will result in a zero on the missed day's question.
5. Scheduled tests will be announced at least one week prior to the actual test date. Make-up tests will be given only to those students presenting a written excuse, acceptable by the university. If you know ahead of time that you are going to miss a test, notify me as soon as possible before the test date, but at least one class meeting prior to the test. If possible, your test will be administered before the absence. If you are not able to provide advance notice due to an emergency or illness on the day of the test, you MUST contact me ON THE DAY THE TEST IS GIVEN to arrange for a make-up test. This absence will still require a written excuse before the make-up test can be administered. All make-up work must be completed within three class days of the originally scheduled work or test. Any absence from scheduled work must be covered by a written excuse from the Vice President for Academic Affairs, the Student Health Service, or a doctor before the student is allowed to make-up that work. Any exception to this rule must be arranged before the missed work!
6. Buy a scientific calculator or graphing calculator early in the semester and learn how to use it. I strongly recommend the Casio 115. These are not expensive calculators, and the key sequence is very logical and easy to follow. Do not expect your instructor to know how to operate your calculator without the manual. Please don't ask to borrow a calculator from me or one of your classmates on test day, since rarely do two calculators operate exactly the same. Your calculator must have the following keys in addition to any others that you desire:
   - either INV, SHIFT, or 2nd, or some combination of these
   - a key for exponentiation, like \( x^y \) or \( y^x \) or \(^\)
   - the logarithmic keys, log and ln

BRING YOUR CALCULATOR TO CLASS EACH DAY!!!

7. Students with documented clinically diagnosed physical disabilities or learning disabilities should immediately notify his/her instructors of any disability that might in some way hinder the student's progress in class. Special arrangements or adaptations can be made to accommodate the student's disability.

IMPORTANT DATES

1. If you plan to audit this course, you must notify me by Monday, August 28, 2006. This is also the last day that a course may be added to your schedule; this includes changes from one section to another within the same course.
2. Students who remain in the course after Tuesday, September 19, 2006, and who then elect to drop the course will receive a grade of W if passing or F if failing the course at the time of the drop. The withdrawal process is not complete until the drop slip has been signed by all designated parties and the completed form has been turned in to the Registrar's office.
3. No course on campus may be dropped after Thursday, November 9, 2006.
4. The comprehensive final exam for this course is scheduled for Monday, December 4, 2006, from 8:00 a.m. until 11:00 a.m. That is when it must be taken.