



## CRN 40302 Math 0098 Elementary Algebra Web-enhanced with MathXL

### COURSE SYLLABUS

Spring Semester 2020

#### COURSE INFORMATION

**Credit Hours/Minutes:** 3/2250

**Vidalia/Class Location:** Vidalia Main Building Room 319

**Class Meets:** 1:00-2:15 pm, T R-Tuesday, Thursday

**Course Reference Number (CRN):** 40302

**Preferred Method of Contact:** [Don Davis \(ddavis1@southeasterntech.edu\)](mailto:ddavis1@southeasterntech.edu)

#### INSTRUCTOR CONTACT INFORMATION

**Instructor Name:** Mr. Don Davis

**Email Address:** [Don Davis \(ddavis1@southeasterntech.edu\)](mailto:ddavis1@southeasterntech.edu)

**Vidalia/Office Location:** Vidalia Main Building Room 409

**Office Hours:** Vidalia 3:00-4:00pm, MW- Monday, Wednesday and 3:00-4:00pm, TR-Tuesday, Thursday

**Phone:** 912-538-1957

**Fax Number:** 912-538-3156

**Tutoring Hours:** Vidalia 3:00-4:00 pm, TR-Tuesday, Thursday or by Appointment

#### SOUTHEASTERN TECHNICAL COLLEGE'S (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Handbook \(http://www.southeasterntech.edu/student-affairs/catalog-handbook.php\)](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php).

#### TEXT

No Required Text. The course uses: Blitzer, R. Introductory Algebra (seventh edition). New Jersey: Prentice Hall

#### REQUIRED SUPPLIES & SOFTWARE

**Software:** MathXL is the software required for the course. The MathXL Access Code may be obtained from the STC bookstore. The student will be given instructions to register for MathXL during class using the MathXL access code and the MathXL course ID provided by their instructor.

**Supplies:** Three ring binder notebook, computer access, loose-leaf paper, pencils (all math problem work must be done in pencil), highlighter, graphing calculator (TI-83 or TI-84), and graph paper. Cellphones or other electronic devices cannot be used in lieu of the calculator. The student also needs access to a reliable internet connection for use with Blackboard, Mathxl, mySTC, and college email.

**Note:** Although students can use their smart phones and tablets to access their online course(s); all exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take the course.

## **CALCULATOR USAGE**

The use of cell phones or other internet capable devices are not allowed for calculator usage. Students are expected to bring a calculator appropriate for the course content each day of class and for use in the course. If calculator usage is not allowed for some topics, students are required to adhere to those expectations.

## **COURSE DESCRIPTION**

Emphasizes basic algebra skills. Topics include introduction to real numbers and algebraic expressions, solving linear equations, graphs of linear equations, polynomial operations, and polynomial factoring.

## **MAJOR COURSE COMPETENCIES**

1. Introduction to Real Numbers and Algebraic Expressions
2. Solving Linear Equations
3. Graphs of Linear Equations
4. Polynomial Operations
5. Polynomial Factoring

## **PREREQUISITE(S)**

MATH 0097 – Math II OR Appropriate arithmetic or algebraic test score.

## **COURSE OUTLINE**

1. Introduction to Real Numbers and Algebraic Expressions
2. Solving Linear Equations
3. Graphs of Linear Equations
4. Polynomial Operations
5. Polynomial Factoring

## **GENERAL EDUCATION CORE COMPETENCIES**

Southeastern Technical College has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

## **STUDENT REQUIREMENTS**

Students are expected to keep assigned work in a notebook and pass quizzes and tests at scheduled times. Students are also expected to do all homework and assignments as scheduled and are expected to have all supplies and access to software required by the course syllabus. This course is web-enhanced and requires the use of Blackboard, textbook websites, and textbook software. Quizzes may be given at any time without prior notice, and makeups or late work on these assessments may or may not be accepted upon the discretion of the instructor. Students are expected to show high-quality, detailed work when completing all assignments.

A software program called MathXL is required. Students meet course requirements in part by completing MathXL Homework, MathXL Quizzes, and MathXL Tests and by using MathXL homework tutorial features such as the videos, Study Plan, View an Example button, etc. MathXL work is completed out of class time. STC Campus computers are available for use for students who do not have proper access at home. Students are expected to use home computers, the Math Classroom or other labs on campus as needed to complete MathXL assignments.

Students also meet course requirements in by completing in class assignments such as Homework assigned by their Instructor and in class Quizzes. Additionally Chapter Tests and the Final Exam are given in class. Official due dates will be documented in MathXL with each assignment. The Instructor confirms these due dates every week. The due dates are also included in the Blackboard course calendar. If students are working after each class day as expected, due dates will not be an issue.

Final Due Date for all MathXI work is the last class day before the Final Exam. Interim due dates during the Semester are also shown in MathXL. Work not completed by the interim due dates is accepted but receives an 11% late penalty score reduction. At the end of the Semester any work not STARTED in MathXL receives a Zero (0) grade; any work in progress receives the in progress grade.

### **ATTENDANCE FOR LEARNING SUPPORT**

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of F and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Attendance is counted from the first scheduled class meeting of each semester. To receive credit for a course a student must attend at least 90% of the scheduled instructional time. All work missed due to tardiness or absences must be made up at the convenience of the instructor. Any student attending less than the required scheduled instructional time (90%) may be dropped from the course as stated below in the Withdrawal Procedure.

Tardy means arriving after the scheduled time for instruction to begin. Early departure means leaving before the end of the scheduled time. Three (3) tardies or early departures equal one (1) absence for the course.

**For this class, which meets \_\_2\_\_ days a week for \_\_15\_\_ weeks, the maximum number of days a student may miss is \_\_3\_\_ days during the semester.**

### **STUDENTS WITH DISABILITIES**

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

**Swainsboro Campus:** [Macy Gay mgay@southeasterntech.edu](mailto:MacyGay@southeasterntech.edu), 478-289-2274, Building 1, Room 1210

**Vidalia Campus:** [Helen Thomas hthomas@southeasterntech.edu](mailto:HelenThomas@southeasterntech.edu), 912-538-3126, Building A, Room 165

### **SPECIFIC ABSENCES**

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

### **PREGNANCY**

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer

accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with the appropriate campus coordinator.

**Swainsboro Campus:** Macy Gay [mgay@southeasterntech.edu](mailto:mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1210

**Vidalia Campus:** Helen Thomas [hthomas@southeasterntech.edu](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery **MAY NOT** be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

### **WITHDRAWAL PROCEDURE**

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Students who are dropped from courses due to attendance after drop/add until the 65% point of the semester will receive a "W" for the course.

Important – Student-initiated withdrawals are not allowed after the 65% point. Only instructors can drop students after the 65% point for violating the attendance procedure of the course. Students who are dropped from courses due to attendance after the 65% point will receive either a "WP" (Withdrawn Passing) or "WF" (Withdrawn Failing) for the semester.

Please Note - If a student withdraws or is withdrawn from a learning support class and is also taking the co-requisite class, the student will be withdrawn from that class as well. (Example: Student withdraws or is withdrawn from ENGL 0090, ENGL 00902 or ENGL 00903, they will also be withdrawn from the co-requisite of ENGL 1010 or ENGL 1101. If they are withdrawn from MATH 0090, they will be withdrawn from MATH 1012 or MATH 1111.)

Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

**Remember** - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

### **EXIT EXAM**

The Course includes a Comprehensive Final Exam that counts as 25% of your overall grade.

### **MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC...)**

A grade of zero will be assigned for any missed assignment regardless of the reason. If the instructor is informed of a scheduled absence ahead of time, an assignment date may be rescheduled at the discretion of the instructor.

### **ACADEMIC DISHONESTY POLICY**

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for

discipline. The policy can also be found in the Southeastern Technical College Catalog and Handbook.

## **PROCEDURE FOR ACADEMIC MISCONDUCT)**

The procedure for dealing with academic misconduct and dishonesty is as follows:

### **1. First Offense**

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

### **2. Second Offense**

Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

### **3. Third Offense**

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

## **STATEMENT OF NON-DISCRIMINATION**

The Technical College System of Georgia (TCSG) and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, federally financed programs, educational programs and activities involving admissions, scholarships and loans, student life, and athletics. It also applies to the recruitment and employment of personnel and contracting for goods and services.

All work and campus environments shall be free from unlawful forms of discrimination, harassment and retaliation as outlined under Title IX of the Educational Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, Executive Order 11246, as amended, the Vietnam Era Veterans Readjustment Act of 1974, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990, as amended, the Equal Pay Act, Lilly Ledbetter Fair Pay Act of 2009, the Georgia Fair Employment Act of 1978, as amended, the Immigration Reform and Control Act of 1986, the Genetic Information Nondiscrimination Act of 2008, the Workforce Investment Act of 1998 and other related mandates under TCSG Policy, federal or state statutes.

The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

<b>American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer</b>	<b>Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer</b>
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 <sup>st</sup> Street, Vidalia Office 165 Phone: 912-538-3126 Email: <a href="mailto:hthomas@southeasterntech.edu">Helen Thomas</a> <a href="mailto:hthomas@southeasterntech.edu">hthomas@southeasterntech.edu</a>	Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1 <sup>st</sup> Street, Vidalia Office 138B Phone: 912-538-3230 Email: <a href="mailto:ljonas@southeasterntech.edu">Lanie Jonas</a> <a href="mailto:ljonas@southeasterntech.edu">ljonas@southeasterntech.edu</a>

### **ACCESSIBILITY STATEMENT**

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

### **GRIEVANCE PROCEDURES**

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College’s website.

### **ACCESS TO TECHNOLOGY**

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College \(STC\) Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

### **TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT**

*The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*

### **GRADING POLICY**

<b>Assessment/Assignment</b>	<b>Percentage</b>
Homework	25%
Quizzes	10%
Tests	40%
Final Exam	25%

### **GRADING SCALE**

<b>Letter Grade</b>	<b>Range</b>
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

## Math 0098 Elementary Algebra Spring Semester 2020 Lesson Plan

Week/Class	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 1	Chapter 1 / 1.1 Variables, Real Number, and Mathematical Models	<p>1.1: Introduction to Algebra: Variables and Mathematical Models</p> <p>Official due dates will be documented in MathXL with each assignment. These due dates are confirmed by their Instructor every week. The due dates are also included in the Blackboard course calendar. If students are working after each class day as expected, due dates will not be an issue.</p> <p>Chapter Tests are given in Class and in MathXL.</p> <p>Some chapters may be grouped and students may have cumulative tests as determined by the instructor.</p>	<p>Final Due Date for all MathXI work is the last class day before the Final Exam. Interim due dates during the Semester are also shown in MathXL. Work not completed by the interim due dates is accepted but receives an 11% late penalty score reduction.</p> <p><b>Homework:</b> Homework assignments are in MathXI and may be assigned in class.</p> <p><b>Quiz(zes):</b> Class quizzes are both in class and in MathXI.</p> <p><b>Chapter Tests:</b> are both in class and in MathXI.</p> <p><b>Dates and Due Dates:</b> are shown in MathXI and in the Blackboard Calendar.</p>	Course Competencies (CC): 1 General Core Competencies (GC): a,b,c
Week 1	Chapter 1 / 1.2-1.3 Variables, Real Number, and Mathematical Models	<p>1.2: Fractions in Algebra</p> <p>1.3: The Real Numbers</p>	See MathXL and Blackboard Course Calendar	CC: 1 GC: a,b,c

<b>Week/Class</b>	<b>Chapter/Lesson</b>	<b>Content</b>	<b>Assignments &amp; Tests Due Dates</b>	<b>Competency Area</b>
Week 2	Chapter 1 / 1.4-1.5 Variables, Real Number, and Mathematical Models	1.4: Basic Rules of Algebra 1.5: Addition of Real Numbers	See MathXL and Blackboard Course Calendar	CC: 1 GC: a,b,c
Week 2	Chapter 1 / 1.6-1.7 Variables, Real Number, and Mathematical Models	1.6: Subtraction of Real Numbers 1.7: Multiplication and Division of Real Numbers	See MathXL and Blackboard Course Calendar	CC: 1 GC: a,b,c
1/20/20		Holiday		
Week 3	Chapter 1 Variables, Real Number, and Mathematical Models	IN CLASS TEST CHAPTER 1	See MathXL and Blackboard Course Calendar	CC: 1 GC: a,b,c
Week 4	Chapter 2 / 2.1-2.2 Linear Equations and Inequalities in one variable	2.1: Addition Property of Equality 2.2: Multiplication Property of Equality	See MathXL and Blackboard Course Calendar	CC: 2 GC: a,b,c
Week 4	Chapter 2 / 2.3 Linear Equations and Inequalities in one variable	2.3: Solving Linear Equations	See MathXL and Blackboard Course Calendar	CC: 2 GC: a,b,c
Week 5	Chapter 2 / 2.4 Linear Equations and Inequalities in one variable	2.4: Formulas and Per cents	See MathXL and Blackboard Course Calendar	CC: 2 GC: a,b,c
Week 5	Chapter 2 / 2.5 Linear Equations and Inequalities in one variable	2.5: An Introduction to Problem Solving	See MathXL and Blackboard Course Calendar	CC: 2 GC: a,b,c
Week 6	Chapter 2 / 2.6-2.7 Linear Equations and Inequalities in one variable	2.6: Problem Solving in Geometry 2.7: Solving Linear Inequalities (Optional upon discretion of instructor)	See MathXL and Blackboard Course Calendar	CC: 2 GC: a,b,c



<b>Week/Class</b>	<b>Chapter/Lesson</b>	<b>Content</b>	<b>Assignments &amp; Tests Due Dates</b>	<b>Competency Area</b>
Week 6	Chapter 2 Linear Equations and Inequalities in one variable	IN CLASS TEST CHAPTER 2	See MathXL and Blackboard Course Calendar	CC: 2 GC: a,b,c
Week 7	Chapter 3 / 3.1 Linear Equations and Inequalities in Two Variables	3.1: Graphing Linear Equations in Two Variables	See MathXL and Blackboard Course Calendar	CC: 3 GC: a,b,c
Week 7	Chapter 3 / 3.2 Linear Equations and Inequalities in Two Variables	3.2: Graphing Linear Equations Using Intercepts	See MathXL and Blackboard Course Calendar	CC: 3 GC: a,b,c
Week 8	Chapter 3 / 3.3 Linear Equations and Inequalities in Two Variables	3.3: Slope	See MathXL and Blackboard Course Calendar	CC: 3 GC: a,b,c
Week 8	Chapter 3 / 3.4 Linear Equations and Inequalities in Two Variables	3.4: Slope-Intercept Form	See MathXL and Blackboard Course Calendar	CC: 3 GC: a,b,c
Week 9	Chapter 3 / 3.5-3.6 Linear Equations and Inequalities in Two Variables	3.5: Point-Slope Form  3.6 Linear Inequalities in Two Variables (Optional upon discretion of instructor)	See MathXL and Blackboard Course Calendar	CC: 3 GC: a,b,c
Week 9	Chapter 3 Linear Equations and Inequalities in Two Variables	IN CLASS TEST CHAPTER 3	See MathXL and Blackboard Course Calendar	CC: 3 GC: a,b,c
Week 10	Chapter 5 / 5.1 Exponents and Polynomials	5.1: Adding & Subtracting Polynomials	See MathXL and Blackboard Course Calendar	CC: 5 GC: a,b,c
Week 10	Chapter 5 / 5.2 Exponents and Polynomials	5.2: Multiplying Polynomials	See MathXL and Blackboard Course Calendar	CC: 5 GC: a,b,c
Week 11	Chapter 5 / 5.3-5.4 Exponents and Polynomials	5.3: Special Products 5.4: Polynomials in Several Variables	See MathXL and Blackboard Course Calendar	CC: 5 GC: a,b,c

Week/Class	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 11	Chapter 5 / 5.5-5.6 Exponents and Polynomials	5.5: Dividing Polynomials 5.6: Dividing by Binomials	See MathXL and Blackboard Course Calendar	CC: 5 GC: a,b,c
Week 12	Chapter 5 / 5.7 Exponents and Polynomials	5.7: Negative Exponents and Scientific Notation	See MathXL and Blackboard Course Calendar	CC: 5 GC: a,b,c
Week 12	Chapter 5 Exponents and Polynomials	IN CLASS TEST CHAPTER 5	See MathXL and Blackboard Course Calendar	CC: 5 GC: a,b,c
Week 13	Chapter 6 / 6.1 Factoring Polynomials	6.1: The Greatest Common Factor and Factor by Grouping	See MathXL and Blackboard Course Calendar	CC: 6 GC: a,b,c
Week 13	Chapter 6 / 6.2 Factoring Polynomials	6.2: Factoring Trinomials – Leading Coefficient 1	See MathXL and Blackboard Course Calendar	CC: 6 GC: a,b,c
SPRING BREAK		NO CLASSES 4/6/19-4/9/19		
Week 14	Chapter 6 / 6.3 Factoring Polynomials	6.3: Factoring Trinomials- Leading Coefficient not 1	See MathXL and Blackboard Course Calendar	CC: 6 GC: a,b,c
Week 14	Chapter 6 / 6.4 Factoring Polynomials	6.4: Factoring Special Forms	See MathXL and Blackboard Course Calendar	CC: 6 GC: a,b,c
Week 15	Chapter 6 / 6.5-6.6 Factoring Polynomials	6.5: A General Factoring Strategy 6.6: Solving Quadratic Equations by Factoring	See MathXL and Blackboard Course Calendar	CC: 6 GC: a,b,c
Week 15	Chapter 6 Factoring Polynomials	IN CLASS TEST CHAPTER 6	See MathXL and Blackboard Course Calendar	CC: 5 GC: a,b,c
Week 16	All Chapters: 1,2,3,5, and 6	In Class Review	See MathXL and Blackboard Course Calendar	
4/30/20	All Chapters: 1,2,3,5, and 6	IN CLASS FINAL EXAM	4/30/2020	CC: 1,2,3,5,6 GC: a,b,c

**COMPETENCY AREAS: (CC) (TAKEN FROM STATE STANDARDS)**

1. Introduction to real numbers and algebraic expressions
2. Solving linear equations
3. Graphs of linear equations
4. Polynomial operations
5. Polynomial factoring

**GENERAL CORE EDUCATIONAL COMPETENCIES: (GC)**

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.

c) The ability to read, analyze, and interpret information.

### **DISCLAIMER STATEMENTS**

- The instructor reserves the right to change the syllabus and/or lesson plan as necessary.
- The official copy of the syllabus is located inside the online Blackboard course shell or will be given to the student during face to face class time the first day of the semester. The syllabus displayed in advance of the semester, in a location other than the course a student is enrolled in, is for planning purposes only.

### **MATH TUTORING**

Please see your instructor to arrange tutoring times or to gain information about other instructors who provide tutoring. In addition, MathXL is a rich tutorial system which includes a Study Plan, videos, and links to resources such as View an Example and Help me Solve This. Keep a well-organized notebook when doing online work in MathXL so you can reference the material later when you need tutoring.