Course Meeting Location: Wickersham 101
Class Meetings: 5:00-5:50 MTR (CRN 4821)
Course Instructor of Record: Dr. Cynthia Taylor
Ph (Office): (717) 871-2417
E-mail: cynthia.taylor@millersville.edu
Office: Wickersham 102
Office Hours: MTR: 4:00-5:00; TR 11:00-12:00; or by appointment.
When my door is open, you are welcome!

Course Description:
Math 101 is a 3-credit course in basic algebra. The prerequisite is a C- or better in MATH 090 or Math Placement. Math 101 does NOT count for General Education credit. You need a C- or better in this course in order to take Math 110 (Trigonometry), Math 160 (Precalculus), or Math 151 (Business Calculus). You need a D- or better in this course in order to take Math 130 (Elements of Statistics).

Course Objectives:
In this course, you will learn the methods and skills of basic algebra needed for you to be successful in more advanced math courses. These include: simplifying and manipulating algebraic expressions; solving equations and inequalities; translating word problems into mathematical language; graphing functions and understanding the relationship between graphs and algebraic expressions, equations, and inequalities; and using logs and exponentials.

Course Content:
- First-Degree Equations and Inequalities (Chap. 2)
- Linear Functions and Inequalities in Two Variables (Chap. 3)
- Systems of Equations and Inequalities (Chap. 4)
- Polynomials and Exponents (Chap. 5)
- Rational Expressions (Chap. 6)
- Rational Exponents and Radicals (Chap. 7)
- Quadratic Equations and Inequalities (Chap. 8)
- Functions and Relations (Chap. 9)
- Exponential and Logarithmic Functions (Chap. 10)

Required Materials—Textbook and WebAssign:
  - You can purchase access to an electronic version of the text (eBook) at webassign.net. (Homework access together with the eBook is listed at $75.) Note that you will only have access to the eBook for the semester.
- Online homework will be administered using WebAssign (webassign.net). You must purchase your own access code. It is not possible to share an access code with another student or to purchase a used access code.
Calculators:
You are required to have access to a scientific calculator (one with logarithmic and exponential functions), and you will often need one for exams. Since all of the follow-up courses require a graphing calculator, you might want to buy one now. The department supports all models of TI-83, 84, and 86 graphing calculators. You may not use a calculator with a computer algebra system (such as the TI-89, 92, or Nspire) during a test or quiz. However, you may use a TI-Nspire with the TI-84 keypad. You will not be permitted to share a calculator with someone else during a test or quiz. You may not use any other electronic device (cell phone, PDA, etc) during a test or quiz.

Attendance:
Regular attendance is expected and essential for success in this course. PLEASE BE PUNCTUAL! TARDINESS is disruptive not only to the instructor, but also other students, and has an adverse effect on course success.

WebAssign Homework:
You should expect to spend a minimum of three hours outside of class on homework and review for every hour spent in class. Homework exercises help you review and reinforce concepts covered in class. The textbook exercises are arranged in generally increasing level of difficulty. Working only the low-numbered exercises will not prepare you sufficiently for the test and final examination exercises.

In addition to practice exercises from the textbook, graded homework problems will be administered on-line through the Enhanced WebAssign website. You are responsible for enrolling in the on-line homework section of College Algebra. To access the Enhanced WebAssign website:
1. Navigate your browser to Enhanced WebAssign.
2. Click on I Have a Class Key.
3. In the three blank text fields enter millersville 4408 8717
4. Enter the information to create your account.

Create your account as soon as possible.

For almost every section we cover in class, there will be an online homework assignment in WebAssign.
• Each homework is due at 11:59 pm, two class days after the section is completed in class. For example, if we finish Section 2.1 on a Tuesday, the homework for Section 2.1 is due at 11:59 pm on Monday. The 11:59 deadline is for your convenience, but please understand that I will not be able to answer last-minute email questions. You must plan ahead and get your questions answered during the day.
• If you do not complete an assignment on time, you can request an automatic extension in WebAssign within 7 days of the due date. You get full credit for any problems that you submitted before the due date, but there is a 25% penalty for any problems submitted during the extension period. Seven days after the due date, you can no longer submit any part of the assignment.
• For general open-ended questions, you have five chances to get the correct answer. For multiple choice questions, the number of submissions is restricted. For example, for a
Yes/No question, you only get one submission.
• Your two lowest homework scores will be dropped at the end of the semester.

Course Assessment:
Final grades will be calculated from your performance on online homework (15%), classwork (6%), three exams (54%), and a cumulative final exam (25%). Letter grades will be based on a ten-point scale with NO CURVING—see table below—only the course instructor of record for this class can issue a final grade. There is no extra credit.

Exams will be announced in class at least two class days in advance. You must contact me in advance (unless it is absolutely impossible to do so) if you are forced to miss an exam. I prefer that you contact me by email. You will need a documented excuse, with my approval, to take an exam at any time other than the scheduled time. I will ask you for documentation for your excuse, so be prepared to provide it. Even if you do contact me in advance, your excuse must meet with my approval in order for you to be given a make-up. Extenuating circumstances will be dealt with on a case-by-case basis.

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Please do not hesitate to see me if you encounter any problems with the course material or a perceived teacher conflict as soon as you encounter problems! I am not a mind reader and the only way I can help meet your individual needs is by discussing them with you.

Important Dates:
• Monday, September 2nd—Last day to drop or add a course online
• Thursday, September 26th—Exam 1
• Thursday, October 31st—Exam 2
• Friday, November 1st—Last day to withdraw from a course and receive a W grade
• Tuesday, December 3rd—Exam 3
• Monday, December 9th—Last regular class day
• Tuesday, December 10th OR Thursday, December 12th (by class vote) Final Exam, 5:00-7:00

Professional Courtesy Policy Regarding Electronic Devices:
It is important that you turn off all cell phones, pagers and music devices while in class. All students have a right to learn without these intrusions. In addition, the instructor expects your complete attention during class time.
Academic Honesty Statement:
Academic integrity is expected at all times. If you cheat on a quiz or exam, you will receive a zero for that quiz or exam. Furthermore, the university’s policies on academic honesty and dishonesty will be strictly enforced in this course (e.g., policies related to cheating, academic misconduct, etc.). Review these policies in your student handbook and in the Academic Honesty and Dishonesty brochure.

Accessibility Statement:
If you need accommodations because of a documented disability, if you have emergency medical information to share with me, or if you need special arrangements in case the building must be evacuated, please inform me immediately. Please see me privately after class, or at my office.

TAYLOR’S TEN COMMANDMENTS OF LEARNING MATHEMATICS

1. Attend and participate (ask questions, make comments, be alert mentally) in every class.
2. Ask questions when in doubt during class. Ask me to slow-up, give a similar example if that would be helpful.
3. Maintain a neat and organized notebook of notes and assignments.
4. During class, use your pencil constantly to record notes, correct errors, practice problems, etc. Do not depend solely on your memory.
5. Try a few problems as soon after class as it is possible. Do not wait several days to start the homework.
6. Complete the minimum number of problems assigned, plus do extras if necessary to remove doubts and errors.
7. Work with one or two other people in the class once or twice a week.
8. Ask questions to remove all doubts and misunderstandings after each assignment. DO NOT WAIT!
9. Complete the Chapter and Cumulative Reviews in the textbook as a pretest before a major test.
10. If you are still having difficulty, contact me or attend the Mathematics Assistance Center (MAC) in Wickersham 100. The center is open Monday through Thursday, starting with the second week of classes. The center is staffed by math majors and is FREE.
## Tentative Schedule
(subject to change—the timeline for the course will need to be adjusted for severe weather events or other unforeseen circumstances)

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**Fall Break**

**Tuesday, December 10th OR Thursday, December 12th**
Cumulative FINAL EXAM
5:00-7:00