

**Marshall University
Syllabus**

Course Title/Number	MTH 098 - 207 – Mathematics Skills I
Semester/Year	Spring 2015
Days/Time	11:00 am – 12:15 pm TR
Location	SH 435
Instructor	Laura L. Stapleton
Office	Smith Hall 311B
Phone	304-696-4334
E-Mail	stapleto@marshall.edu
Office/Hours	8:00 am - 10:00 am TR; 6:15 pm – 6:45 pm TR
University Policies	By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to www.marshall.edu/academic-affairs and clicking on “Marshall University Policies.” Or, you can access the policies directly by going to http://www.marshall.edu/academic-affairs/?page_id=802 Academic Dishonesty/ Excused Absence Policy for Undergraduates/ Computing Services Acceptable Use/ Inclement Weather/ Dead Week/ Students with Disabilities/ Academic Forgiveness/ Academic Probation and Suspension/ Academic Rights and Responsibilities of Students/ Affirmative Action/ Sexual Harassment

Course Description: From Catalog

<p>This course prepares students with low placement scores for the second level of the Mathematics skills sequence. PR: ACT below 17 OR SAT equivalent.</p> <p>Note: This is a 3 hour course and will count toward full time enrollment status, but does not count toward graduation or GPA. A grade of Credit or No Credit will be assigned.</p>

The table below shows the following relationships: How each student learning outcomes will be practiced and assessed in the course.

Course Student Learning Outcomes	How students will practice each outcome in this Course	How student achievement of each outcome will be assessed in this Course
Students will demonstrate the ability to manipulate real numbers, including whole numbers, integers, decimals and fractions.	Homework, Group work, in-class discussions and Chapter reviews	Homework, Chapter Reviews and exams
Students will employ appropriate mathematical properties to develop an understanding of algebraic expressions, linear equations, and basic exponent properties	Homework, Group work, in-class discussions and Chapter reviews	Homework, Chapter Reviews and exams
Students will illustrate an understanding of rewriting algebraic expressions as a product of factors, with an understanding of greatest common factors and least	Homework, Group work, in-class discussions and Chapter reviews	Homework, Chapter Reviews and exams

common multiples;		
Students begin to assimilate information, individually or in a group, from a variety of sources to formulate successful study skills and problem solving strategies..	Homework, Group work, in-class discussions and Chapter reviews	Homework, Chapter Reviews and exams

Required Texts, Additional Reading, and Other Materials

1. Miller, O'Neil, Hyde. *Prealgebra with Media Update*. 1st Edition. ISBN: 9780073406312
2. **Connect Math – can be bought as part of book package or directly from Connect Math.**
3. Internet Access
4. Calculator – See Calculator Policy Below

Course Requirements / Due Dates

1. **Exam 1** (Chapters 2 – 4) tentatively scheduled for **Feb 17, 2015**.
2. **Exam 2** (Chapters) tentatively scheduled for **Mar 26, 2015**.
3. **Exam 3** (Chapters 6 – 7) tentatively scheduled for **Apr 21, 2015**.
4. **Final** (Chapters 10 - new, 2, 3, 4, 5, 6, 7, 8, 9) is to be completed on Saturday, **May 2, 2015 at 2:00 – 4:00**.

Note: All dates (except the Final) are tentative and subject to change.

Attendance Policy

ATTENDANCE: Students are expected to attend each class. Attendance is taken by daily “sign-in” sheets. If you do not sign, then you will be counted as absent; and this “absence” cannot be corrected after the class has dispersed for the day. It is expected that each student shows up on time and is prepared for class. Attendance is necessary for the successful completion of this course. A student may have an absence officially excused at The Office of Student Affairs, Memorial Student Center MSC 2W38. Students must present a serious reason for missing any exam (illness with a doctor’s excuse, death in the family, university excused absence, etc.). Any unexcused absence on the day of an exam will result in a score of zero. Only an excused absence will warrant a make-up exam to be scheduled during Dead Week.

OUTSIDE CLASSROOM REQUIREMENTS: Students will need to work at least 2-4 hours outside of class for every 1 hour spent in class, studying notes and the textbook, completing homework from the book, and completing assignments in Connect to meet the requirements of the course.

CLASSROOM ETIQUETTE: During class, cell phones must be turned off and out of sight. **Any student seen using, viewing or texting on their cell phone will result in a pop quiz for the entire class.** Please make the instructor aware ahead of time if you need access to these devices.

FINAL EXAM: The Common final will be held on Saturday, May 2th, at 2:00 pm. The instructor will announce the location.

CONNECT MATH: Connect is the online homework tool and access must be purchased to meet the requirements for the Connect portion of the course. Students are required to have access to a computer outside of class.

CALCULATOR: A calculator should be used only when you are instructed to do so. The TI-83/TI-83 plus or similar graphing calculator is recommended for students continuing into MTH 127/MTH 130 and other higher level courses. A scientific calculator is recommended for students continuing into MTH 121. Students may not utilize cell phones as calculators during tests.

TUTORING FACILITIES

Marshall University provides multiple options for free on-campus tutoring. It is the student's responsibility to take advantage of these facilities in addition to utilizing office hours.

The Mathematics Department tutoring lab is located in in Smith Music Hall 115. The current schedule can be found at www.marshall.edu/math/tutoringlab.asp. Schedules for the new semester are usually posted during the second week of classes.

The University College has a tutoring lab on the first floor of Laidley Hall. Information regarding this facility can be found at <http://www.marshall.edu/wpmu/uc/tutoring-services>.

GRADING POLICY

A student's grade is assessed by the following percentages earned from each of the categories below:

Category	% of Grade
In-Class Exams (3 exams at 10%)	30%
Attendance/Miscellaneous Assign.	15%
Online Homework Tool	25%
Comprehensive Final	30%
	100%

Credit: 75% or higher overall

No Credit: Less than 75% overall

NEED HELP WITH CONNECT MATH?

Customer Support Info

Hours (EST):

Sunday, 4:00 PM to 1:00 AM

Monday - Thursday, 7:00 AM to 1:00 AM

Friday, 7:00 AM to 9:00 PM

Email: contact Connect Math at <http://support.connectmath.com>

Telephone: Phone: (949) 390-2095

Fax: (949) 390-2097

Need to Download a Plug-in?

Go to www.connectmath.com and look for Downloads in the top right corner. There you will find several links to download: Flash, ALEKS, Java, Shockwave and QuickTime.

Connect Math

How do you register for Connect Math?

- You **MUST** begin the registration process from Blackboard.
- Log into our Blackboard course. You can get to Blackboard either through **mymu.marshall.edu** or **muonline.marshall.edu**.
- Enter your username and password.
- Click on **Connect Math**. You will find this either as a link on the main homepage or as a link on the left side of the screen.
- You will see a picture of our book with the words ALEKS and Connect Math underneath. **Click on Connect Math**.
- Click the **“Sign up now!”** link. (This can be found in the center, towards the lower part of the page, under NEW USER?)
- You will next be prompted to enter the Connect Math Access Code. Your next step will depend on which category you fall into:

Scenario #1: You have already purchased the Connect Math license and are ready to register:

- Enter the **Connect Math Access Code** that came with your license information.
- Fill in the remaining information to complete the registration.

Scenario #2: You would like to purchase a Connect Math license from Connect Math (usually a cheaper option for the license):

- Click on the link *[purchase an access code online](#)* (found just above the window where you enter the Connect Math Access Code) and choose from one of the two links seen there.
 - The \$56.50 license contains 52 weeks of access alone (no eBook).
 - Use this if you plan on buying a copy of the textbook from the MU Bookstore, an online site like eBay or Amazon or from a friend.
 - The \$92.50 license contains 52 weeks of access AND the eBook.
 - This option is best if you prefer to use an eBook as your textbook.

Scenario #3: You are not ready to buy the book or the license but would like to go ahead and begin working in the course.

- Enter the **2 week Financial Aid Access Code : 5E70E-A8F9F-E2DBB-898F1** in the **Connect Math Access Code** box.
- Fill in the remaining information to complete the registration.

Note: This code gives you temporary access to Connect Math for a two-week period. You can use it for any reason (don't have Financial Aid monies, haven't got around to buying your book, etc.) Once the code expires, you will be locked out of Connect Math account until you purchase a regular Student Access Code. To avoid interruptions, please purchase your Student Access Code BEFORE the two weeks expire. Note: the above two weeks will be deducted from the 52 week access term of your Student Access license.

How to purchase or Extend Your License: You can extend your Connect Math account at any time by clicking on "extend your account" and entering a purchased Student Access Code. If your temporary access expires before you purchase a Student Access Code, simply log in to Connect Math and you will be directed on how to extend your current account. You will then be able to continue your course where you left off before the temporary access expired and you will see all of your past work. **You do NOT need to create a new Connect Math account to continue your course.**