**MTH 098 Syllabus – Spring 2014**

**Mathematics Skills I**

 Section 206 CRN: 4768MTWR 9:00 am – 9:50 am CH 436

**Instructor:** Shannon Miller-Mace **Office:** SH 316

 **Email:** miller207@marshall.edu **Office Hours:** Monday/Wednesday 11:00 – 11:45am

 **Phone:** (304) 696-3796Tuesday/Thursday 10:00 – 11:45am

**Prerequisites:** ACT below 17 OR SAT equivalent.

**Course Description:**

This course prepares students with low placement scores for the second level of the Mathematics skills sequence. **Note:** This is a 3 or 4 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.

**Learning Objectives:** Students shall be able to:

* demonstrate the ability to manipulate real numbers, including whole numbers, integers, decimals, and fractions, utilizing proper order of operations and basic arithmetic;
* employ appropriate mathematical properties to develop an understanding of algebraic expressions, linear equations, and basic exponent properties;
* illustrate an understanding of rewriting algebraic expressions as a product of factors, with an understanding of greatest common factors and least common multiples;
* record relationships between quantitative data, utilizing basic mathematical language to read graphs and compute meaningful statistics for interpretation, while developing an understanding of units of measurement;
* begin to assimilate information, individually or in a group, from a variety of sources to formulate successful study skills and problem solving strategies.

**Required Materials:**

**TEXTBOOK COMPONENT:**The textbook will be provided for free in class only.  The textbook will also be posted in the MUOnline Content page for the class to use outside of the classroom.  It is suggested that you print a copy for yourself or purchase the modules from the book store and keep them in a 3-ring binder.

**QUANTWAY:**  MyQuantway.org is the online homework tool and access will be provided to the student for free. Students are required to have access to a computer and Internet 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 and should not develop a habit of using them during class time and on homework assignments.

**Course Policies:**

**ATTENDANCE:** 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.  Unexcused absences from **four classes** will result in a **grade reduction of 10%** for the semester; unexcused absences from **six or more classes** will result in an **NC**.  To obtain an excused absence, please go to the Dean of Students’ Office in the MSC.  After one week absences are not excusable.  Students must notify the instructor by phone or e-mail prior to an exam if they cannot take a scheduled exam.  Students must present a serious reason for missing any exam.  Makeup exams will be given to students outside of class time at the convenience of the instructor within one week after the regularly scheduled exam.  After one week, the exam is to be made up 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, and completing the OCE and PNL for each lesson in MyQuantway.org to meet the requirements of the course.**

**CLASSROOM ETIQUETTE:** During class, cell phones must be turned off and out of sight. Please make the instructor aware ahead of time if access to these devices is needed. We will engage each other and participate learning the material as a class.

**TUTORING FACILITIES:** Marshall University provides multiple options for free on-campus tutoring. The Mathematics Department tutoring lab is located in in Smith Music Hall 115. The University College has a tutoring lab on the first floor of Laidley Hall. It is the student’s responsibility to take advantage of these facilities in addition to utilizing office hours.

#### UNIVERSITY POLICIES: By enrolling in this course, students 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

#### ****FINAL EXAM:** The MTH 098 Common Final Exam will be held on **Saturday, May 3rd at 2:00 p.m.** The instructor will announce the location.**

**GRADE CALCULATION:** Since there are multiple ways in which students learn, knowledge and understanding will be assessed with multiple tools. A student’s grade is assessed by the number of points earned in each of the following categories:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Category** | **%** | **Points** |  |  |  |
| In-Class Exams | 40% | 400 pts |  |  |  |
| Comprehensive Common Final Exam | 25% | 250 pts |  | **Credit:** | 75% or higher overall |
| Online Homework Tool | 25% | 250 pts |  |  |  |
| Classroom Activities | 5% | 50 pts |  | **No Credit:** | Less than 75% overall |
| Attendance/Participation  | 5% | 50 pts |  |  |  |
| **Total:** | **100%** | **1000 pts.** |  |  |  |

Students are required to take the comprehensive final exam in order to pass the course.

**Important Dates:** The following are a few dates that are noteworthy:

1/20/14 **Martin Luther King, Jr. Day – University Closed**

3/10/14 **Freshman Midterm D and F Grades Due**

3/28/14 **Last Day to Drop a Full Semester Course**

3/17 /14 – 3/22/14 **Spring Break – No Classes**

4/8/14 **Assessment Day**

4/28/14 – 5/2/14 **Dead Week**

5/3/14 **MTH 098 Common Final Exam Day**

**(Saturday, 2:00 p.m. – 4:00 p.m.)**

**~Please refer to the Course Calendar for more detailed course due dates.~**

**NOTES:**