Math 95 Sec. your section Elementary Algebra Spring 2016
Lecture Time: your time Lecture Location: your location

This class has mandatory online homework, common departmental tests and a common departmental final exam. Calculators will not be allowed during tests or the final exam. For more information on these and other policies, read this syllabus in detail, and view additional course information posted in the ‘Course/Final Exam Info’ section at https://faculty.unlv.edu/bellomo/CourseInfo/CourseInfo.html.

Instructor: your name Office: your office
Phone: your phone E-mail: your email
Office hours: your office hours
MLC Phone: 702-895-3275

COURSE DESCRIPTION:
Elementary algebraic topics for students whose mathematical background or placement score indicates that preparation for Intermediate Algebra is desirable. While credit for this course does not count toward the total needed for graduation or factor into the UNLV GPA, successful completion does affect most types of financial aid and scholarships.

PREREQUISITES for the COURSE:
Fundamental arithmetic skills required; no other placement mechanism necessary.

LEARNING OUTCOMES: Not all learning outcomes are specifically listed, but some of them include:
- Identify, simplify and calculate using laws of exponents, order of operations
- Compute fluently with fractions, decimals, percents, and integers
- Simplify and evaluate algebraic expressions
- Solve linear equations and inequalities
- Create and interpret graphs, and identify the components of the Cartesian coordinate system
- Solve systems of linear equations

CLASS STRUCTURE:
This section will be taught as a lecture course but will have an extensive computer based component. This means all homework assignments (and perhaps selected quizzes) will be done, checked and submitted to the instructor through a computer program called Hawkes Learning Systems (Hawkes). Hawkes utilizes a mastery-based homework and testing system – which also provides error-specific feedback to enhance the learning process. Hawkes is a mandatory component of the course. You will need access to a computer with internet for doing your assignments. Computer labs on campus are available to those students who do not have internet. Frequently check your Hawkes internal email for important messages and updates and make sure the email you provide is the email you check the most often.
Please read the "Getting Started with Hawkes" handout for Hawkes registration directions. For more detail information about the Hawkes software system, please read the "Hawkes Learning System" handout.

COURSE MATERIALS:
Required Account: Online homework collection with Hawkes Learning System.
**GRADING POLICY:**
Grades will be based on:
- Test 1 (Chp. 1&2) 15%
- Final Exam (Comprehensive) 30%
- Quizzes and/or Projects (Minimum of 5 quizzes per term) 10%
- Test 2 (Chp. 3) 15%
- Online Homework 15%
- Test 3 (Chp. 4) 15%

Letter grades will be assigned as follows:
- A  93 - 100%
- B  83 - 86.9%
- C  73 - 76.9%
- D  63 - 66.9%
- F  0 - 59.9%
- A-  90 - 92.9%
- B-  80 - 82.9%
- C-  70 - 72.9%
- D-  60 - 62.9%
- B+  87 - 89.9%
- C+  77 - 79.9%
- D+  67 - 69.9%

There is no extra credit on final grades.

**TOPICAL OUTLINE/SAMPLE PROBLEMS/EXAM HINTS:**
A topical outline and sample set of written homework problems can be found online (https://faculty.unlv.edu/bellomo/CourseInfo/CourseInfo.html). This includes hints for each test and the final exam. You are strongly encouraged to review these handouts.

**COURSE SCHEDULE:**

<table>
<thead>
<tr>
<th>WEEKS/DATES*</th>
<th>MATERIAL COVERED</th>
<th>COMMON ASSESSMENTS GIVEN</th>
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</thead>
<tbody>
<tr>
<td>1-5 / Jan 17 - Feb 20</td>
<td>1.1, 1.2, 1.3, 1.4, 2.1, R.2, R.3, 2.2, R.4, 2.3, R.5, 2.4, R.1, 2.5, 2.6, Review</td>
<td>Chapter 1 and 2 Test**</td>
</tr>
<tr>
<td>6-8 / Feb 21 - Mar 12</td>
<td>3.1, 3.2, 3.3, 3.4, 3.5, 3.7, 3.8, Review</td>
<td>Chapter 3 Test**</td>
</tr>
<tr>
<td>9-12 / Mar 13 - Apr 9***</td>
<td>4.1, 4.2, 4.3, 4.4, 4.6, Review</td>
<td>Chapter 4 Test**</td>
</tr>
<tr>
<td>13-15 / Apr 10 - Apr 30</td>
<td>5.1, 5.2, 5.3, 5.4, 5.5, 5.6</td>
<td></td>
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<tr>
<td>16 / May 1 - May 7</td>
<td>(Study Week) Review</td>
<td>Comprehensive Final Exam</td>
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* Weekly schedule is condensed accordingly for modular and summer courses. The schedule is subject to change.
** Tests are given on the last meeting day of the week they are scheduled.
*** Week 10: March 20 – March 26 is Spring Break.
*** Week 11: Friday April 1 is the last day to drop or withdraw, except for modular classes.

**CALCULATOR/TECHNOLOGY:**
Calculators will not be permitted on tests including the final exam. It is highly recommended that you do not use calculators while doing your homework and class work. At no time during classroom instruction or assessments may you use cell phones, laptops, ipads (or similar such devices), nor are you permitted to share a device with another student.

**ATTENDANCE:**
Attendance will be taken daily. Quizzes, tests, and group work are done only during your class time. Absences will not allow you to earn those points. You are responsible for anything said during your absence. Please be respectful of others by coming to class on time and not disrupting the class by leaving early.

**FRIDAY DISCUSSION:**
 Designed to provide time to further develop skills (with or without instructor guidance). Held each week -- hours and location linked with course registration. Attendance in Friday Discussions is encouraged but not required.

**HOMEWORK:**
Assignments are to be done in Hawkes. Students without a valid access code will not receive credit for their online homework. For specific due dates, see the Hawkes website. Your homework score will be worth 15% of your overall course grade. There is a 10% penalty for homework that is up to 7 days late and 30% penalty for homework that is more than 7 days late. It is very important that you keep current on the assignments. The Hawkes homework section will close on Friday May 6, 2016 at 11:59 p.m.
QUIZZES/PROJECTS:

Your quizzes/project description

TESTS:
Three tests, each worth 15% of your overall course grade, will be given. On test days you will arrive on time, and minimize the amount of clutter you bring into the classroom. If it is necessary to carry electronic devices, they should be turned OFF before the assessment begins. If you create a disturbance with an electronic item (even in vibrate mode) you may receive a zero on that assessment. Bring a photo id to all tests (especially the final exam), as you may be asked to provide proof of identification. Formula cards and calculators will not be permitted on any test. There is no extra credit on tests.

FINAL EXAM:
A comprehensive final exam, worth 30% of your overall course grade, will be given on date and time for your final exam in room location of your final exam. Make-up final exams will NOT be given. Formula cards and calculators will not be permitted on the final exam. There is no extra credit on the final examination.

MAKE-UPS:
Students are expected to take the tests as scheduled in the syllabus. Make-ups for tests will NOT be given except in documented circumstances, such as official UNLV extracurricular activity (sports, club, etc), medical, religious, or military. If you are unable to attend a test due to a religious holiday, you must notify your instructor no later than the end of the first two weeks of classes, January 29, 2016, of your intention to participate in religious holidays which do not fall on state holidays or periods of class recess. If you are unable to attend a test due to a medical reason, you must contact your instructor within 24 hours and arrange a makeup time and bring in a valid doctor’s note. If you have to travel for sports or other official activity, you must provide a letter or memo on official letterhead from your coach or supervisor before the test stating that you cannot attend the test. Make-up tests must be taken within one week of the test date. See your instructor for a “Request for Makeup Examination” form.

ACADEMIC INTEGRITY:
Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling in UNLV assume the obligation to conduct themselves in a manner compatible with UNLV’s function as an educational institution. An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the Student Academic Misconduct Policy (approved December 9, 2005) located at: http://studentconduct.unlv.edu/misconduct/policy.html

TUTORING:
Tutoring through the Department of Mathematical Sciences is available for this course – this includes a walk in tutoring clinic held in CDC-7. For more information including location and hours please call (702) 895-3567 or email math@unlv.edu. The Academic Success Center also has free tutoring available in the second floor of the Lied Library. For more information about the Academic Success Center tutoring services, please visit their website at http://academicsuccess.unlv.edu/tutoring or call 702-895-3177. You need your Rebel card in order to receive tutoring and you can only receive tutoring for classes you are registered in.
UNIVERSITY POLICIES:

(1) Disability Resource Center (DRC) – The UNLV Disability Resource Center (SSC-A 143, http://drc.unlv.edu/, 702-895-0866) provides resources for students with disabilities. If you feel that you have a disability, please make an appointment with a Disabilities Specialist at the DRC to discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to the instructor during office hours so that you may work together to develop strategies for implementing the accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

(2) Religious Holidays Policy - Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor no later than the end of the first two weeks of classes, January 29, 2016, of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit: http://catalog.unlv.edu/content.php?catoid=4&navoid=164

(3) Copyright - The University requires all members of the University Community to familiarize themselves and to follow copyright and fair use requirements. You are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of fair use laws. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional information can be found at: http://www.unlv.edu/committees/copyright/.

(4) Rebelmail - By policy, faculty and staff should e-mail students’ Rebelmail accounts only. Rebelmail is UNLV’s Official e-mail system for students. It is one of the primary ways students receive official university communication such as information about deadlines, major campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the university. Students’ e-mail prefixes are listed on class rosters. The suffix is always @unlv.nevada.edu. Emailing within WebCampus is acceptable.

(5) UNVL Writing Center - One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 702-895-3908. The student’s Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at: http://writingcenter.unlv.edu/

(6) Incomplete Grades - The grade of I – Incomplete – can be granted when a student has satisfactorily completed three-fourths of course work for that semester/session but for reason(s) beyond the student’s control, and acceptable to the instructor, cannot complete the last part of the course, and the instructor believes that the student can finish the course without repeating it. The incomplete work must be made up before the end of the following regular semester for undergraduate courses. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the time indicated, a grade of F will be recorded and the GPA will be adjusted accordingly. Students who are fulfilling an Incomplete do not register for the course but make individual arrangements with the instructor who assigned the I grade.

(7) Final Examinations – The University requires that final exams given at the end of a course occur at the time and on the day specified in the final exam schedule. The comprehensive final exam will be given on your date and time for your final exam in room location of your final exam. See the schedule at http://www.unlv.edu/registration/calendars.