



**MTH 017 Basic Algebraic Skills
Semester 111 (Fall 2011) Course Syllabus**

Instructor: Karen E. Donnelly. **Office:** Core 257
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Office Hours

Office Hours

Monday 1:00 p.m. -- 3:00 p.m.

Tuesday 1:00 p.m. – 2:00 p.m.

Wednesday 1:00 p.m. -- 2:00 p.m.

Thursday 1:00 p.m. – 3:00 p.m.

Contact for appointment during other times.

Home page URL: www.saintjoe.edu/~karend

Basic Algebra Course Web Page URL: www.saintjoe.edu/~karend/m017

Course information is on **Moodle** -- You must enroll in this course through Moodle for recording of grades and access to important course information.

Text: Introductory Algebra, a Real-World Approach, 4th ed.; Bello; McGraw-Hill

Course Objectives: This course is intended to strengthen the students' algebra skills including performing algebraic operations on real numbers, manipulating equations and inequalities, solving and graphing linear equations, manipulation of polynomials and rational expressions, and solving quadratic equations. An important component will be using algebra to model and solve real-world applications.

Course Outline:

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|--|---|
| 1. Real Numbers and their Properties | 6. Rational Expressions |
| 2. Equations, Problem Solving and Inequalities | 7. Graphs, Slopes, Inequalities, and Applications |
| 3. Graphing Linear Equations | 8. Roots and Radicals |
| 4. Exponents and Polynomials | 9. Quadratic Equations |
| 5. Factoring | |

Tentative Test Dates:

Test 1 Fri. September 9th

Test 4: Friday November 11th.

Test 2: Fri. September 30th

Test 5: Wednesday December 7th

Test 3: Fri. October 21st

Final Exam (Comprehensive):
Monday December 12th 10:00 a.m.

Grade Distribution:

Assignments 25%

Final Exam: 25%

Five Tests: 50%

Grading Scale:

93%-100%	A	90%-92%	A-		
87%-89%	B+	83%-86%	B	80%-82%	B-
77%-79%	C +	73%-76%	C	70%-72%	C-
67%-69%	D+	60%-66%	D		
59% or Below	F				

Expectations and Requirements:

Special Note: If you are a student with a disability, please meet with me immediately to discuss the accommodations you will need during class activity, examinations, and out of class assignments in order to participate fully and demonstrate your abilities.

1. Academic Honesty: Plagiarism or other forms of academic dishonesty on any assignments, tests, or quizzes will not be tolerated. If the instructor finds that a student has engaged in dishonesty, the student may be referred to the Dean of Academic Affairs for appropriate action.

2. Quizzes and Exams: Students are expected to be present for all exams. **No exams or quizzes may be made up** unless the student has contacted the instructor and received permission **prior** to the date of the original exam or quiz. This includes students participating in athletics who must arrange to take the quiz or exam **on or before the scheduled date**.

3. Assignments: Assignments, unless otherwise specified by the instructor, are to be **completed individually**. While students are encouraged to **consult** each other for ideas for assignments, the solutions should be completed individually. Any help one student gives another should be instructional help only. If the instructor feels that a student has not completed an assignment individually, the instructor may question the student on that assignment. The student should be able to explain how he/she worked the problem and should be able to work similar problems. **Late assignments will not be accepted without permission.**

Homework Guidelines:

- Write out complete answers **NEATLY and CLEARLY**.
- Number each exercise to the left.
- You must show your work! **Correct mathematical notation** must be used. Partial credit is given when work is shown even if answer is incorrect. However, correct answers without any work shown will in general be given no credit.
- If the problem is a computation leading to a final answer, **box the answer**.
- Use pencil and eraser -- do not scratch out work. Sloppy homework or homework written in pen will be returned **ungraded**.
- **Staple** your pages together before submitting.

Start homework early and see me for help with problems you don't know how to work! *It is inappropriate to ask how to do a problem in class the day it is due!!!!* My office is Core 257-- See my schedule for office hours or call or send email for an appointment. I am always delighted to help.

4. In the classroom:

- a) No electronic devices such as Ipods, laptops, or cell phones may be used during class -- They must be turned off. If this is violated they will be placed on the professor desks at front of class until end. For repeat violations, the student will be asked to leave the classroom.
- b) No hats may be worn during class.
- c) Be seated and prepared with all materials out and ready at the beginning of class. Make sure that you have reviewed previous class notes and completed any assigned reading prior to class. You must bring your text book and a calculator to all classes. The text book should be out ready to reference any pages as asked by the professor during class. Be prepared to ask and respond to questions, and be an actively engaged participant in class.
- d) **Keep up with reading assignments.** Read assignments **prior** to class, be prepared to ask and respond to questions, and be an actively engaged participant in class.
- e) Take good notes and **review notes** on a regular basis as well as promptly begin and continue work on assignments as they are assigned.
- f) **Attendance is required.** If you must miss class due to illness or other valid excuse (e.g. athletic event) please send me email or telephone with an explanation **prior** to the class date. **Attendance will be taken at the beginning of each class period. After three unexcused absences, a 2% reduction in final grade will be taken for each subsequent unexcused absence.** Please do not come to class if you have flu-like symptoms. However, you should bring documentation of such (e.g. from health center) when you return to class.

5. Getting Help:

Students who do not understand a concept should do the following:

- a) Ask questions in class. (More than likely other students do not understand as well.)
- b) Seek individual help from the instructor. I am more than willing to give you the extra help you may need. Come in during office hours or make an appointment. Tutoring (free) can also be arranged either through me or through counseling services.
- c) Share with me any concerns you may have or any suggestions you have for the class structure that will help you learn more effectively.

The above content and requirements are tentative and subject to change according to time constraints and other factors as determined by the instructor.

Basic Algebraic Skills Fall 2011 Exercise List

Exercise Number	Page Number	Problems
1	p 39	Section 1.1: 2, 6, 8, 10, 12, 14, 18, 20, 22, 26, 28, 30, 34, 36, 38, 42, 44, 46, 48, 50, 56, 58, 62, 68
2	p 48	Section 1.2: 2, 4, 12, 16, 20, 22, 30, 32, 38, 40, 42, 44, 48, 52, 53, 54, 76, 79, 82, 86, 89, 90, 91, 92
3	p 57	Section 1.3: 2, 4, 10, 24, 30, 24, 42, 46, 48, 54, 60, 62, 66, 68, 72, 74
4	p 66	Section 1.4: 2, 4, 14, 16, 22, 24, 26, 28, 30, 32, 34, 40, 41, 42, 44, 40, 52, 56, 58, 62, 64, 68, 70
5	p 74	Section 1.5: 2, 6, 10, 12, 14, 18, 22, 26, 34, 38, 44, 48, 50
6	p 84	Section 1.6: 2, 4, 6, 8, 12, 16, 18, 20, 22, 24, 26, 38, 30, 36, 40, 46, 54, 60, 70, 78, 79, 80, 86
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8	p 114	Section 2.1: 2, 8, 10, 12, 18, 20, 22, 24, 26, 30, 32, 36, 40, 42, 48, 50, 52, 56, 58, 62, 72
9	p 135	Section 2.2: 2, 8, 10, 12, 14, 16, 24, 28, 30, 36, 40, 42, 48, 50, 58, 60, 62, 64, 66, 48, 70, 72, 74, 76
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11	p 154	Section 2.4: 2, 4, 6, 10, 12, 16, 26, 30, 44, 50
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13	p 180	Section 2.6: 2, 5, 6, 8, 12, 14, 30, 38
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15	p 218	Section 3.1: 4, 10, 14, 18, 20, 22, 40, 42, 56, 60
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19	p 271	Section 3.5: 2, 5, 6, 8, 10, 18, 22, 26, 28, 29, 38
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24	p 353	Section 4.4: 2, 4, 6, 10, 12, 14, 18, 22, 28, 36, 38
25	p 363	Section 4.5: 2, 8, 10, 18, 34, 36
26	p 374	Section 4.6: 2, 4, 12, 18, 24, 28, 32, 44, 46, 57, 58, 74
27	p 547	Section 6.6: 2, 4, 6, 10, 12, 14, 16, 18, 22, 28
28	p 555	Section 6.7: 2, 6, 12, 18, 24, 26
29	p 577	Section 7.1: 2, 4, 6, 8, 12, 14, 36, 37, 38 – graph 36, 37, 38 on same graph.
30	p 592	Section 7.2: 4, 6, 10, 14, 18, 38, 44, 50
31	p 643	Section 8.1: 2, 4, 8, 12, 22, 24, 26, 30, 36, 43, 44
32	p 691	Section 9.1: 2, 4, 6, 12, 28, 32, 48
33	p 712	Section 9.3: 2, 4, 10, 22, 32, 34