

A penalty of a minimum of 10 % off, up to no credit, will be assessed for any mini-test, exam or other assigned work that is turned in late. At the conclusion of a mini-test or exam, you will have 10 seconds to turn in your paper. Anything turned in after that time limit will be considered late.

Extra Credit (problems –not required– offered "in addition to" rather than "in place of" an exam, etc.) is available at the instructor's discretion; these are generally due the next class. There is no makeup for any missed extra credit.

Some exams, including the final, in whole or in part, may be multiple choice.

Cheating, which includes, but is not limited to : looking at another's paper, copying, passing notes or other information, etc., will not be tolerated. The first instance will result in a zero on any test or quiz, and the student referred to the Dean for academic discipline. It is possible that as a result of cheating, the student could receive a grade of F for the course.

Disruptive Behavior : Any student disrupting class may be asked to leave. De Anza College will enforce all procedures set forth in the Student Standards of Conduct (see Class Schedule), and the appropriate remedial and/or disciplinary action will be taken when violations occur.

Homework Problems :

Expect problems to be given each day. Remember, you should be prepared to spend 2–3 hours per day (including weekends) for review, homework, and study. (see **General Information** document as part of the instructor's website)

It is strongly suggested you get the names and email/phone numbers of several students in the class so that you may contact others for any missed assignments or XC, should you be absent.

•It is highly recommended that you form study groups with others in the class. Take the initiative to form that group: the best way to learn something is to try to explain it to someone else.

For each section covered, the assignment will be to do every other odd problem (1 , 5 , 9 , etc.) in the "Practice" and "Practice Plus" sections; then do the odd problems in the "Application Exercises" through to the end of the section (end of "Review Exercises").

Sections:

1.6	1.7		3.3		4.3		5.6
6.1	6.2	6.3	* 6.4 *	6.6	6.7	6.8	
7.1	7.2	7.3	7.4	7.5	7.6		
9.1	9.2	9.3	9.4	9.5	9.6		
10.1		11.1	11.2	11.3			

* Special Assignment note: Sec 6.4: # 1 - 12 all

Further, it is *strongly* suggested that you also attempt all the problems in the "Mid-Chapter Checkpoint" (found in the middle of each chapter). These serve as a good review of *all* the various algebraic skills you should know (some of which were covered in Math 112). There is a Review Section at the end of each chapter, which lists all the importance concepts of the chapter. This is a good place to start and finish each chapter: Find out what you should learn from the chapter; see if you in fact did learn the necessary material. Remember, the more you practice, the better you will do.

Exam Schedule :

<u>Exam #</u>	<u>Covering</u>	<u>On or about</u>
1	Ch. 1-5 5 sec's	Jan. 14
2	Ch. 6 7	Feb. 4
3	Ch. 7 6	Feb. 23
4	Ch. 9 6	Mar. 11
5	Ch 11 4	Mar. 18
Final	Comprehensive	Check Finals Schedule

Grade : Your letter grade will be based upon the *percentage* of total points earned, as compared to the total points possible, according to the following :

<u>From</u>	<u>Points</u>	<u>Percentage Earned</u>	<u>Grade</u>
Mini-Tests (approx)	150	88 – above	A
Exams	500	78 – 87	B
Final	100	67 – 77	C
<hr/>		55 – 66	D
Total Points Possible	750	54 or below	F