

Pre-Algebra (Math 210), Fall 2017, De Anza College
MQ 3 - MTuWThF 11:30 am - 12:20 pm (Sec. 9)

Instructor	Minh Vu (Ms. Vu)
Office	E37
Office Hours	MTu (11:00 am – 11:20 pm) WTh (1:30 pm – 2:00 pm) or by an appointment
Email	vuminh@fhda.edu
Textbook	Prealgebra Textbook College of the Redwoods Department of Mathematics, 2nd edition. Free text at: http://mathrev.redwoods.edu/PreAlgText/

Catalog Description. Use of basic arithmetic in application problems, estimation, the real number system, variables and linear equations, graphs of linear equations and the Cartesian coordinate system, the concept of function.

Attendance. You are required to attend all class meetings. Registered students missing any day the first week, without first notifying the instructor will be dropped from the course. After the first week, a student may be dropped from the class if she/he is absent three times, without first notifying the instructor. If you miss a meeting, it is your responsibility to obtain notes from a fellow student. Office hours are not meant for individual lectures. Dropping or withdrawal from the class due to hardship is the students' responsibility. A student who stops coming to class and does not drop will receive an "F" grade.

No Phones, Cameras, iPhones, iPads, iPods, iTouch, or any electronic devices can be on or used in class at any time. **NO checking emails, facebook, or texting, etc.** De Anza College will enforce all policies and procedures set forth in the Standard of Student Conduct (see Catalog). Any student disrupting a class will be asked to leave the classroom. Administrative follow-up result.

Assignments. There will be in-class or take-home assignments. Collaboration is encouraged. This means that you can discuss approaches to solving a problem with anyone in the class. Copying written solutions from any source (person) is disallowed work together as much as possible.

Homework. Written Homework will be due every week. You are encourage to work in groups, but do not copy each other's work. Answers must have supporting work to receive credit. (No work = 0 point) **I will not accept homework on paper torn from spiral notebooks. Also, staple or use paper clips to hold your work together. Please do not fold the corners.** Late homeworks will not be accepted.

Quizzes. An in-class quiz will be given once per week on Monday, except for the weeks where a midterm/final exam is scheduled. The quiz will include topics that were covered the previous week. If you have done all of the homework, you will be very well prepared. The lowest quiz will be discarded (best five out of six).

Exams. All examinations will cover material discussed in class. All exams will be closed-book. You are allowed to bring one 3 x 5 card of notes. **NO make-up exam** for any reason. If one exam is missed for a verified absence that exam will be replaced by the final exam grade. A student who misses the final exam and does not contact the instructor will receive an "F" for the course. The final exam must be taken to receive a grade for the course. The final will be a comprehensive exam on **Monday, December 11th from 11:30 am to 1:30 pm.**

Grading.		Quarter grade.					
Homework	20%	A	93 – 100%	A-	90 – 92.99%		
Attendance	5%	B+	87 – 89.99%	B	83 – 86.99%	B-	80 – 82.99%
Quizzes	10%	C+	76 – 79.99%	C	70 – 75.99%		
Exam 1	15%	D+	67 – 69.99%	D	63 – 66.99%	D-	60 – 62.99%
Exam 2	15%	F	< 60%				
Exam 3	15%						
Final Exam	20%						

Academic integrity. Cheating will not be tolerated and will result in a grade of 0 for the assignment, quiz or exam and referral to the dean for academic discipline. Cheating includes, but is not limited to: copying from other students, permitting other students to copy from you, plagiarism, submitting work that isn't your own, using notes that don't meet permitted specifications, continuing to write/erase on an exam/quiz after permitted time has ended, changing your exam/quiz paper after it's been graded and then requesting a grading correction. For more information about De Anza College's policy on academic integrity see:

<http://www.deanza.edu/studenthandbook/academic-integrity.html>

Disabilities. If you need course adaptations or accommodations due to a disability, or if you need special arrangements in case the building must be evacuated, please contact them as soon as possible. More information can be found here: <http://www.deanza.edu/dss/>

Tutoring. The Math and Science Tutorial Center in Room S43 offers free tutoring on Monday – Thursday from 9:00 am – 5:30 pm and Friday 9:00 am – 12:00 noon. More information can be found here:

<http://www.deanza.edu/studentuccess/mstrc/>