

Week	Dates	Assignment	Due Date
1	<b>Mon, Aug 26 – Sun, Sep 1</b>	MyMathLab Intro Pretest	Fri Aug 30
		HW 1.1-1.7 Quiz 1A, 1B Written HW 1	Tue Sept 3
2	<b>Tue, Sep 3 – Sun, Sep 8</b>	HW 1.8, 2.1-2.5 Quiz 1C, 2A Written HW 2	Mon Sep 9
3	<b>Mon, Sep 9 – Sun, Sep 15</b>	HW 2.6 Quiz 2B Written HW 3	Wed Sep 11
		HW 3.1	Mon Sep 16
<b>Exam 1 (up to 2.6): Deadline Mon, Sep 16</b>			
4	<b>Mon, Sep 16 – Sun, Sep 22</b>	HW 3.2-3.5 Quiz 3A, 3B Written HW 4	Mon Sep 23
5	<b>Mon, Sep 23 – Sun, Sep 29</b>	HW 3.6, 3.7, 4.1 Quiz 3C Written HW 5	Mon Sep 30
6	<b>Mon, Sep 30 – Sun, Oct 6</b>	HW 4.2, 4.3 Quiz 4A Written HW 6	Thu Oct 3
		HW 4.4	Mon Oct 7
<b>Exam 2 (up to 4.3): Deadline Tue, Oct 8</b>			
7	<b>Mon Oct 7 – Sun Oct 13</b>	HW 4.5-4.8 Quiz 4B, 4C Written HW 7	Mon Oct 14
8	<b>Mon Oct 14 – Sun Oct 20</b>	HW 5.1-5.3 Quiz 5A Written HW 8	Mon Oct 21
9	<b>Mon Oct 21 – Sun Oct 27</b>	HW 5.4- 5.6 Quiz 5B Written HW 9	Mon Oct 28

<b>Week</b>	<b>Dates</b>	<b>Assignment</b>	<b>Due Date</b>
10	<b>Mon Oct 28 – Sun Nov 3</b>	HW 5.7 Quiz 5C Written HW 10	Wed Oct 30
		HW 6.1	Mon Nov 4
<b>Exam 3 (up to 5.6): Deadline Tue, Nov 5</b>			
11	<b>Mon Nov 4 – Sun Nov 10</b>	HW 6.2-6.4 Quiz 6A, 6B Written HW 11	Mon Nov 11
12	<b>Mon Nov 11– Sun Nov 17</b>	HW 6.6, 6.7, 7.1, 7.2 Quiz 6C, 7A Written HW 12	Mon Nov 18
13	<b>Mon Nov 18–Sun Nov 24</b>	HW 7.3, 7.4 Quiz 7B Written HW 13	Thu Nov 21
		HW 8.1	Mon Nov 25
<b>Exam 4 (up to 7.4): Deadline Wed, Nov 27</b>			
14	<b>Mon Nov 26–Wed Nov 28</b>	HW 8.2, 9.1, 9.3 Quiz 8, 9 Written HW 14	Tue Dec 3
15&16	<b>Mon Dec 2 – Tue Dec 10</b>	Review and Take Final Exam	Tue Dec 10
<b>Comprehensive Final Exam (with 8.1, 8.2, 9.1, 9.3): Deadline Tue, Dec 10</b>			

### Exam Schedule

Exam 1 (through 2.6)	Deadline is Monday, September 16
Exam 2 (through 4.3)	Deadline is Tuesday, October 8
Exam 3 (through 5.7)	Deadline is Tuesday, November 5
Exam 4 (through 7.4)	Deadline is Wednesday, November 27
Comprehensive Final Exam (including 8.1, 8.2, 9.1, 9.3)	Deadline is Tuesday, December 10

Each week you will be responsible for learning material from several sections and completing online homework assignments, online quizzes and written homework assignments.

## Ways to Get Help

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- At the [ACC Learning Labs](#) you can get free help with math tutors in person. All Learning Labs have internet access, so you can access your course materials when working with a tutor.
- We have a tutor embedded in this course – a personalized tutor! You will see her contact information in Blackboard. This is a new program at ACC and we're excited to be a part of it.
- ACC Learning Labs offer free Online Tutoring! Information is [here](#). You can use these tutors as often as you'd like.
- Brainfuse is online tutoring accessible through Blackboard. You only get 5 free hours of tutoring though. Information is [here](#).

## Online Homework (MyMathLab)

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Online Homework assignments are available in MyMathLab, from the Online Homework link.

You must score at least 70% on each online homework assignment before moving on to the next section, or to the corresponding online quiz.

If you are stuck on a homework problem, first try using the tools available in MyMathLab, such as *Help me solve this*, *View an Example*, or *Animation*, if available. Also, try following an example from the Textbook, either online or printed. If you are unable to figure out the problem from these tools, seek help. You may use the Ask My Instructor button to send me an email. Although I try to respond promptly, please be aware that I may not reply right away. In most cases, you will hear from me in 24 hours.

If you choose "Help Me Solve This" or if you enter an incorrect answer three times, select the *Similar Exercise* button to start the problem over with different numbers. You can still get full credit for the homework problem.

Online Homework can be completed late with no penalty. Even if you get behind, you can catch up.

## Online Quizzes (MyMathLab)

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Online Quizzes are available from the Online Quizzes link in MyMathLab.

You must complete the online homework assignments for all of the sections covered by a quiz, with a score of 70% or higher, before you will be allowed to take the quiz.

Each quiz may be taken up to three times. The highest score out of the three attempts will be recorded. There is no minimum score requirement for quizzes. You must use at least one of your quiz attempts before you will be allowed to move on to the next online homework assignment.

Before you retake a quiz, review what you missed. You can do this by going into Gradebook and clicking on "review" next to the quiz.

Quizzes may be taken early for bonus points – 10% for 2 or more days early. And Quizzes can be taken late with just a 10% penalty.

## Written Homework

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Written Homework assignments are worksheets covering some of the topics learned that week. The worksheets are located at <http://www.austincc.edu/creed/MATD0370handouts.html>.

**Print the worksheet** and show your work and answers in the space provided on the worksheet. **Your work must be handwritten (not typed). Do not work the problems on a separate sheet of paper.** Due dates are listed on the first page of this document.

It's best to complete the online work for a given week before answering the written questions. The written assignments do not cover all of the material, and are not an adequate representation of the course as a whole.

Written homework is graded by completion and correctness. You must work each problem correctly and show all of your work in order to get a perfect score. The worksheets are graded in the same manner as the exams. If you are unsure about a problem, it is worthwhile to seek help before you turn in the assignment.

I will post your graded written homework along with a key showing the correct work and answers in Blackboard. Note your mistakes and work to correct them before the exam. Also note any comments about notation, form, etc. and make the changes to your work for the exams.

**How to Submit:** Your written homework may be turned in by any of the following methods. You will receive feedback most quickly if you submit electronically, which is the preferred method of submittal.

- **Electronically** (preferred) – use the “Written Homework” page in Blackboard, and follow the instructions given there. You will scan your worksheet into a **pdf file** and upload it into Blackboard. You can use a free online converter to convert other scanned files into pdf files. **Do not attach homework to email.**
- **By campus mail** – “Carolynn Reed: EVC” – go to the mailroom at any ACC campus
- **In person** – in my office during office hours or my mailbox at the Eastview Campus (EVC)
- **By US mail** – send to the address at the top of the syllabus

Written homework can be completed up to two weeks late with a 10% penalty.

## Exams

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To prepare for an exam, work through the online homework and quizzes, the written homework, and the review sheet.

All exams will be given in the Testing Center. These exams must be taken by the stated deadlines. You can take exams as early as you wish. (Contact me if it's the beginning of the semester). **No notes or books are allowed on the exams.** Four-function calculators are allowed for Exam 1. Scientific calculators are allowed for the remaining exams. Graphing calculators are not allowed.

Up to one missed exam, or the lowest exam score, may be replaced by the Final Exam score. The Final Exam also counts in your grade, even if it is not being used to replace an exam score (see grading policy in the syllabus).

A review sheet (including answers) for each exam is available on my website and in Blackboard. You may turn in Exam Reviews for up to 5 points extra credit applied to the corresponding exam (up to a max score of 100). Reviews are graded on completion. You must show your work for credit since answers are given. Reviews are due on the exam deadline and should be submitted in the same manner as Written Homework. **Scanned reviews are only accepted as ONE pdf file. Do NOT write on the review sheet.**

You are strongly encouraged to review your graded exams. I will post a scan of your exam in Blackboard if you request it.