## Weekly Schedule for MATD 0330 Basic Math Skills – Summer 2011 – 11 Weeks

### Written Homework

**IMPORTANT:** Follow the [Written Homework Guidelines](#) at the end of this document. Then submit by one of the following methods:

- In person, or put into the Pinnacle (PIN) faculty mail drop slot on the wall by the first floor restrooms
- By fax – ATTN: Janet Bickham through June 29 or Janet Rasmussen after June 29, to 512-223-8900
  
  [cover page must have instructor's name, total number of pages, your name, course, assignment number and list of section number(s) of homework being submitted]
- By email to Janet Bickham at [jbickham@austincc.edu](mailto:jbickham@austincc.edu) through June 29 or to Janet Rasmussen at [jglosup@austincc.edu](mailto:jglosup@austincc.edu) after June 29

### Written Homework Assignments with Quizzes and Tests (Please also do Online HW)

Most problems have answers provided so that you may check. Seek help with others or with any that have answers you cannot match.

**Students are expected to keep up with this Weekly Schedule and may be dropped for missing tests** and/or any other assignments, including written and online homework and online quizzes.

<table>
<thead>
<tr>
<th>Week</th>
<th>Section</th>
<th>Assigned Written Homework Problems from Text</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1.</strong> (Tue May 24 to Sun May 29)</td>
<td>1.1</td>
<td>1, 5, 15, 17, 19, 23, 31, 35, 39, 41, 47, 59</td>
<td>1: Th May 26</td>
</tr>
<tr>
<td></td>
<td>1.2</td>
<td>1, 3, 9, 13, 15, 21, 25, 31, 37, 43, 51, 59, 69, 73, 75, 81, 83, 87</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.3</td>
<td>1, 3, 9, 15, 25, 37, 41, 53, 57, 61, 63, 75</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Quiz 1A</strong></td>
<td>[ACC Closed Mon, May 30, for Memorial Day]</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.4</td>
<td>1, 3, 5, 9, 11, 15, 21, 27, 31, 45, 59, 63, 71, 75, 79, 91, 103, 105</td>
<td>2: Tu May 31</td>
</tr>
<tr>
<td></td>
<td>1.5</td>
<td>3, 9, 15, 19, 21, 27, 35, 39, 51, 67</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Quiz 1B</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.6</td>
<td>1, 3, 7, 15, 25, 35, 37, 55, 57, 63, 67, 73, 83</td>
<td>3: Th Jun 2</td>
</tr>
<tr>
<td></td>
<td>1.7</td>
<td>1, 3, 7, 21, 27, 35, 39, 47, 57, 59, 69</td>
<td>4: Tu Jun 7</td>
</tr>
<tr>
<td></td>
<td><strong>Quiz 1C</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>2.</strong> (Tue May 31 to Sun Jun 5)</td>
<td>1.8</td>
<td>1, 3, 5, 7, 9, 11, 15, 31, 35, 39, 41, 45, 51, 55, 65, 73, 77, 81, 113, 117, 118 (answer: c), 119, 120 (answer: b)</td>
<td>5: Tu Jun 7</td>
</tr>
<tr>
<td></td>
<td>1.9</td>
<td>1, 5, 7, 13, 17, 21, 33, 34 (answer: x = 3)</td>
<td>6: Th Jun 9</td>
</tr>
<tr>
<td></td>
<td><strong>Quiz 1D</strong></td>
<td>[ACC Closed Mon, May 30, for Memorial Day]</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2.1</td>
<td>1, 5, 7, 15, 19, 23, 25, 31, 37, 41, 43, 47, 49, 57, 67, 71, 73, 97</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2.2</td>
<td>1, 3, 5, 13, 15, 21, 31, 35, 43, 53, 65, 69, 75, 83, 89, 111</td>
<td>7: Tu Jun 14</td>
</tr>
<tr>
<td></td>
<td>2.3</td>
<td>1, 3, 7, 11, 13, 19, 25, 27, 33, 47, 49, 57, 63, 73, 79, 83, 87, 93, 109, 113</td>
<td>8: Th Jun 16</td>
</tr>
<tr>
<td></td>
<td><strong>Quiz 2A</strong></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td><strong>End of material for Test 1 (in testing center Wed Jun 8 – Tue Jun 14)</strong></td>
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</tr>
<tr>
<td></td>
<td><strong>Turn in the 0330 Review for Test 1 with all work shown before taking the test.</strong></td>
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</tr>
<tr>
<td><strong>3.</strong> (Mon Jun 6 to Sun Jun 12)</td>
<td>2.4</td>
<td>1, 3, 5, 11, 15, 17, 23, 27, 31, 37, 39, 43, 55, 61, 63, 67, 73, 79, 89, 95, 99, 101, 105</td>
<td>9: Thu Jun 16</td>
</tr>
<tr>
<td></td>
<td>2.5</td>
<td>1, 3, 7, 9, 21, 27, 33, 39, 45, 59</td>
<td></td>
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<td>2.6</td>
<td>1, 3, 9, 15, 21, 25, 35, 41, 47, 53, 57, 65, 71, 77, 83, 87, 93, 99</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Quiz 2B</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3.1</td>
<td>1, 3, 9, 15, 17, 19, 21, 29, 35, 43, 53, 61, 63, 79, 81</td>
<td>10: Fri Jun 17</td>
</tr>
<tr>
<td></td>
<td>3.2</td>
<td>1, 3, 9, 13, 29, 31, 39, 43, 47, 55, 65, 69, 71, 75, 79, 83, 85</td>
<td>11: Sat Jun 18</td>
</tr>
<tr>
<td></td>
<td><strong>Quiz 3A</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>4.</strong> (Mon Jun 13 to Sun Jun 19) [continued]</td>
<td>3.3</td>
<td>1, 3, 9, 15, 19, 21, 27, 29, 33, 35, 39, 45, 57, 61, 71, 73</td>
<td>12: Sun Jun 19</td>
</tr>
<tr>
<td></td>
<td>3.4</td>
<td>1, 3, 5, 9, 19, 21, 31, 41, 51, 59, 63, 75, 85, 86 (answer: – 27)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Quiz 3B</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Week</td>
<td>Dates</td>
<td>Quiz(s)</td>
<td>Assignments</td>
</tr>
<tr>
<td>------</td>
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<td>----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>4</td>
<td>(Mon Jun 13 to Sun Jun 19)</td>
<td>4.1, 4.2, 4.3</td>
<td>9: Tu Jun 21 End of material for Test 2 (in testing center Wed Jun 22 – Tue Jun 28)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quiz 4A</td>
<td>Turn in the 0330 Review for Test 2 with all work shown before taking the test.</td>
</tr>
<tr>
<td>5</td>
<td>(Mon Jun 20 to Sun Jun 26)</td>
<td>4.4, 4.5, 4.6</td>
<td>11: Th Jun 23 End of material for Test 2 (in testing center Wed Jun 22 – Tue Jun 28)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quiz 4B</td>
<td>Turn in the 0330 Review for Test 2 with all work shown before taking the test.</td>
</tr>
<tr>
<td>6</td>
<td>(Mon Jun 27 to Sun Jul 3)</td>
<td>5.1, 5.2, 5.3, 5.4</td>
<td>13: Th Jun 30 End of material for Test 3 (in testing center Wed Jul 6 – Tue Jul 12)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quiz 5A</td>
<td>Turn in the 0330 Review for Test 3 with all work shown before taking the test.</td>
</tr>
<tr>
<td>7</td>
<td>(Tue Jul 5 to Sun Jul 10)</td>
<td>5.5, 5.6, 5.7</td>
<td>14: Tu Jul 5 End of material for Test 3 (in testing center Wed Jul 6 – Tue Jul 12)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quiz 5B</td>
<td>Turn in the 0330 Review for Test 3 with all work shown before taking the test.</td>
</tr>
<tr>
<td>8</td>
<td>(Mon Jul 11 to Sun Jul 17)</td>
<td>6.1, 6.2, 6.3</td>
<td>16: Th Jul 7 End of material for Test 4 (in testing center Wed Jul 20 – Tue Jul 26)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quiz 6A</td>
<td>Turn in the 0330 Review for Test 4 with all work shown before taking the test.</td>
</tr>
<tr>
<td>9</td>
<td>(Mon Jul 18 to Sun Jul 24) [continued]</td>
<td>6.4, 6.5, 6.6, 6.8</td>
<td>19: Tu Jul 19 End of material for Test 4 (in testing center Wed Jul 20 – Tue Jul 26)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quiz 8A</td>
<td>Turn in the 0330 Review for Test 4 with all work shown before taking the test.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quiz 8B</td>
<td>Turn in the 0330 Review for Test 4 with all work shown before taking the test.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quiz 8C</td>
<td>Turn in the 0330 Review for Test 4 with all work shown before taking the test.</td>
</tr>
</tbody>
</table>

[continued]
### Weekly Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Sections</th>
<th>Notes</th>
</tr>
</thead>
</table>
| 9 (Mon Jul 18 to Sun Jul 24) | 9.2 | 1, 5, 11, 17, 27, 37, 41, 51, 55  
**Quiz 9**  
*Withdrawal Deadline for this class is Mon, July 25*  
22: Tu Jul 26 |
| 10 (Mon Jul 25 to Sun Jul 31) | 10.1 | 3, 9, 15, 21, 29, 39, 43, 51, 53, 61, 65, 75  
10.3 | 1, 3, 5, 7, 13, 15, 21, 23, 27, 33, 35, 45, 51  
10.5 | 1, 3, 15, 19, 21, 27, 33  
**Quiz 10A**  
*Withdrawal Deadline for this class is Mon, July 25*  
10.6 | 1, 2 (answer: Cylinder), 3, 4 (answer: Cone), 5, 6 (answer: Cube), 11, 15, 19, 21, 29, 37  
10.7 | 1, 3, 9, 15, 21, 23, 31  
**Quiz 10B**  
23: Th Jul 28 |
| 11 (Mon Aug 1 to Thu Aug 4) | **Review and Comprehensive Departmental Final Exam**  
Turn in the [0330 Review for Comprehensive Final Exam](#) with all work shown before taking the final exam no later than in class Thu, August 4th. All coursework must also be completed and turned in no later than this date, our last day of class.  
24: Tu Aug 2 |
| 12 (Mon Aug 8 to Sun Aug 14) | **Quiz 10C**  
25: Tu Aug 2 |

### Grading Policy

Grades will be calculated as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test 1, 2, 3, and 4</td>
<td>16% each</td>
</tr>
<tr>
<td>Final Exam</td>
<td>16%</td>
</tr>
<tr>
<td>Online Quizzes:</td>
<td>10%</td>
</tr>
<tr>
<td>Homework (Online &amp; Written)</td>
<td>10%</td>
</tr>
<tr>
<td>Total:</td>
<td>100%</td>
</tr>
</tbody>
</table>

Letter grades will be assigned as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90% to 100%</td>
</tr>
<tr>
<td>B</td>
<td>80% to 89%</td>
</tr>
<tr>
<td>C</td>
<td>70% to 79%</td>
</tr>
<tr>
<td>D</td>
<td>60% to 69%</td>
</tr>
<tr>
<td>F</td>
<td>Below 60%</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawn by student or instructor no later than Monday, July 25</td>
</tr>
</tbody>
</table>

### Online Homework

Online Homework assignments, in MyMathLab at the Online Homework link, are also required and contribute to your grade. The deadline for each section is shown in the right column of the Weekly Schedule above.

You must score at least 80% on each Online Homework assignment before moving on to the next section or to the corresponding Online Quiz. If you are stuck on a problem, first try using the tools available in MyMathLab, such as Help Me Solve This (with beneficial interactive explanations), View an Example, or Animation, when available. Also, try following an example from the Textbook, either online or printed. If you are still unable to work the problem correctly, seek help. Ask in class, email your instructor, or use the Ask My Instructor button to send her a link to the problem.

Free Smarthinking Online Tutoring is available through ACC Learning Labs, where you can use computers and also get free help from math tutors in person. The publisher (Pearson) offers free tutoring by phone Sun – Thu 4pm – 11pm at 1-888-777-0463.

If you do not earn the required minimum 80% on any Online Homework, click on that homework and do any problem you have not done until you get it correct. Also click on problems with a red X next to them. Below
each problem missed, click on the Similar Exercise button, and do the problem again until you get it correct. Repeat this process until you have a score of 80% or better. Be sure to click on Save when you are done.

Online Quizzes

Online Quizzes are required and are available from the Online Quizzes link in MyMathLab. Each quiz may be taken up to three times, but ask your instructor if you need more attempts to improve your score. The highest score out of all attempts will be recorded. Students should score at least 80% on each Online Quiz. Quiz deadlines are shown below. **Students are expected to keep up with the Weekly Schedule and may be dropped for missing tests and/or any other assignments, including homework and quizzes.**

### Quiz Schedule

<table>
<thead>
<tr>
<th>Name</th>
<th>Sections</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiz 1A</td>
<td>1.1 – 1.3</td>
<td>Thu, May 26</td>
</tr>
<tr>
<td>Quiz 1B</td>
<td>1.4, 1.5</td>
<td>Tue, May 31</td>
</tr>
<tr>
<td>Quiz 1C</td>
<td>1.6, 1.7</td>
<td></td>
</tr>
<tr>
<td>Quiz 1D</td>
<td>1.8, 1.9</td>
<td>Thu, Jun 2</td>
</tr>
<tr>
<td>Quiz 2A</td>
<td>2.1 – 2.3</td>
<td>Tue, Jun 7</td>
</tr>
<tr>
<td>Quiz 2B</td>
<td>2.4 – 2.6</td>
<td>Thu, Jun 9</td>
</tr>
<tr>
<td>Quiz 3A</td>
<td>3.1, 3.2</td>
<td>Tue, Jun 14</td>
</tr>
<tr>
<td>Quiz 3B</td>
<td>3.3, 3.4</td>
<td>Thu, Jun 16</td>
</tr>
<tr>
<td>Quiz 4A</td>
<td>4.1 – 4.3</td>
<td>Tue, Jun 21</td>
</tr>
<tr>
<td>Quiz 4B</td>
<td>4.4 – 4.6</td>
<td>Thu, Jun 23</td>
</tr>
<tr>
<td>Quiz 5A</td>
<td>5.1, 5.2</td>
<td>Tue, Jun 28</td>
</tr>
<tr>
<td>Quiz 5B</td>
<td>5.3, 5.4</td>
<td>Thu, Jun 30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Sections</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiz 5C</td>
<td>5.5 – 5.7</td>
<td>Tue, Jul 5</td>
</tr>
<tr>
<td>Quiz 6A</td>
<td>6.1</td>
<td>Thu, Jul 7</td>
</tr>
<tr>
<td>Quiz 6B</td>
<td>6.2, 6.3</td>
<td></td>
</tr>
<tr>
<td>Quiz 7A</td>
<td>7.1 – 7.3</td>
<td>Tue, Jul 12</td>
</tr>
<tr>
<td>Quiz 7B</td>
<td>7.4, 7.5</td>
<td>Thu, Jul 14</td>
</tr>
<tr>
<td>Quiz 8A</td>
<td>8.1 – 8.3</td>
<td>Tue, Jul 19</td>
</tr>
<tr>
<td>Quiz 8B</td>
<td>8.4 – 8.6</td>
<td>Thu, Jul 21</td>
</tr>
<tr>
<td>Quiz 8C</td>
<td>8.7, 8.9</td>
<td>Tue, Jul 26</td>
</tr>
<tr>
<td>Quiz 9</td>
<td>9.1, 9.2</td>
<td></td>
</tr>
<tr>
<td>Quiz 10A</td>
<td>10.1, 10.3, 10.5</td>
<td>Thu, Jul 28</td>
</tr>
<tr>
<td>Quiz 10B</td>
<td>10.6, 10.7</td>
<td>Tue, Aug 2</td>
</tr>
</tbody>
</table>

Tests

### Test Schedule

<table>
<thead>
<tr>
<th>Test</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test 1 (covers thru 2.3)</td>
<td>Wednesday, Jun 8 through Tuesday, Jun 14</td>
</tr>
<tr>
<td>Test 2 (covers thru 4.3)</td>
<td>Wednesday, Jun 22 through Tuesday, Jun 28</td>
</tr>
<tr>
<td>Test 3 (covers thru 5.7)</td>
<td>Wednesday, Jul 6 through Tuesday, Jul 12</td>
</tr>
<tr>
<td>Test 4 (covers thru 8.3)</td>
<td>Wednesday, Jul 20 through Tuesday, Jul 26</td>
</tr>
<tr>
<td>Comprehensive Final Exam</td>
<td>No later than In Class on Thursday, August 4</td>
</tr>
</tbody>
</table>

Test Guidelines

All Tests, including the Final Exam, will be given in the Testing Center, or Office for Students with Disabilities with an appropriate accommodation form. All Tests, including the Final Exam, must be taken by the stated deadlines. If taken on our last day of class, the Final Exam will be taken in class.

In order to receive full and/or partial credit for test problems, do the following:

- Work all problems neatly, if possible on the actual test itself, with all steps and work for each problem shown below that problem on the test itself. Write your answers in the blanks provided on the test.
- If you have to work a problem on scratch paper, make a note indicating where to find it, and then label that problem with its problem number, do it neatly, and show all steps and work for the problem together on the scratch paper. It is fine to have messy scratch paper too, but for the parts that you want your instructor to use to award partial and/or full credit, keep those separate and very easy to find.
- Check all answers. Rework incorrect problems, and indicate which version of work you think is correct.
- Turn in all scratch paper with your test. Instead of erasing problems, draw a line or X through work you are unsure of and ask for more scratch paper if needed. Students often erase the correct solution.
Up to one missed Test, or the lowest Test 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 a Test score.

You may take tests early, before the dates they are scheduled to be taken in the testing center, for 5 bonus points. However, please check with me first to make sure that they have been delivered to the testing centers. **No notes or books are allowed while testing. Basic 4-function calculators** (like those allowed while taking the THEA and COMPASS tests) **are allowed on the Final Exam, but NOT on Tests 1, 2, 3, and 4.**

Also, **before you take any test**, you should complete at least for each section on the test (1) **both** online and written assigned homework, (2) online quizzes, and (3) the review for that test. Reviews for all tests are posted at [http://www.austincc.edu/jbickham/handouts](http://www.austincc.edu/jbickham/handouts). If you can do the problems on the reviews without referring to notes, then you should be able to do the similar problems on the tests. **Do not take any test before you are ready for it.** The five bonus points are not worth it if you do not yet know the material covered on the test. **If you score below 70% correct on the test, you will NOT receive the 5 bonus points.**

**Written Homework Guidelines**

**Heading**
Your heading must include the following:
- Your First and Last Name
- Course Name or ID (Basic Math Skills or MATD 0330)
- Homework Assignment # clearly indicated at the top of each page (Assignment # is in the right column of the Weekly Schedule with the Due Dates at the beginning of this document)

Each homework assignment should be submitted complete: not half of it one day and the rest of it later. Each assignment is given a single score when received and that score will not be modified later if more problems from the assignment come in. Each written homework assignment is worth 10 points. **Two points will be deducted for each class period that any assignment is late. Points will also be deducted for incomplete assignments and/or for not showing work. If no work is shown, no points will be awarded.**

Keep full assignments separate. It is fine to include 2 or more entire assignments together if you are submitting homework early, but please put them in order and indicate which assignment each section is for.

**Each Section**
At the beginning of each section, clearly label the section number. In order to receive credit, do the following:
- Work all problems neatly, with all work for each problem shown with that problem.
- Whenever possible, work all problems in order. If you have to rework a problem later, make a note indicating where to find it.
- Label each problem with its problem number.
- Check all answers. Rework incorrect problems. Seek help (see **Online Homework** above) as needed.

**Grading**
Written homework is graded by completion. You are expected to check your answers and ask me or a math tutor about any problems in which you cannot match the answers. In order to get a perfect score, you must:
- Not skip any problems. Instead, get help if you are stuck or uncertain. See the **Online Homework** section in this document for ways to get help.
- Follow the appropriate process, and express a correct answer using appropriate notation and units.
- Show all of your steps neatly on all problems, and turn them in on time.
- Give a clear and comprehensive answer to writing questions. Even though this is a math class, the structure by which we understand and store information is often verbal. Therefore, you must be able to explain things clearly in complete sentences. 😊