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Office: Math 328

Class meeting time and place: Section 003 – MWF 11:00-11:50 – Math 210  
Section 006 – MWF 12:00-12:50 – Math 210

Office Hours: These hours have been set aside specifically to help students.  
<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<td>10:00-10:50</td>
<td>11:00-12:15</td>
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Additional times are available by appointment

Purpose: Normally you would take MTH 099 after MTH 098, however this new course will prepare you to move directly to SFA’s new MTH 110 CoReq (Math in Society) or MTH 220 CoReq (Statistics) course. This is a non-algebra pathway that skips MTH 099. For this reason you will not be eligible to take a regular MTH 110 or MTH 220 elsewhere, or any course that requires algebra. To do that you must first pass MTH 099 or score at least 350 on the TSI Assessment.

NOTE: “Passing” the TSI Assessment does not equate to passing MTH 098! If you place out of MTH 098 during the semester, you should continue participating in the course to prepare for credit math, otherwise you will receive a QF final grade in MTH 098. The placement test does not prepare you for the next class! If you plan to place out of MTH 098, you should attempt this before the last date to drop/add.

Nature of Course: Approximately half of this course covers mathematical skills necessary to be successful in MTH 110 and MTH 220, and half covers student skills necessary to be successful in any course. You will have typical homework assignments (MML HW) for math, and a number of written assignments in which you practice and discuss various student skills. These written assignments will include note-taking, creating flash cards, creating a weekly schedule, discussions of goals and motivation, appropriate calculator use, outlining material for study, visiting your professor, exam study, exam follow-up, etc.

Course Description: Computations and applications involving fractions, decimals, percent, ratio and proportion; properties of the real number system; linear equation solving; beginning algebraic concepts, slope and linear equations in two variables. Student skills (soft skills) incorporated throughout. Will not count toward any degree requirement including elective credit. May be required of students with a marginal background in mathematics.

Student Learning Outcomes (SLO): At the end of MTH 098 NALG, a student who has studied and learned the material should be able to:
1. Perform operations without a calculator on integers and fractions.
2. Use order of operations to evaluate expressions.
3. Perform percent conversions and calculations, and solve percent applications.
4. Identify and apply proper set notation.
5. Recognize, name, describe, and apply operations on sets.
6. Recognize, name, describe, and apply logical connectives.
7. Solve simple linear equations.
8. Solve percent applications involving linear equations.
9. Understand and evaluate variable expressions.
10. Read, interpret, and create graphics for data displays.
11. Use the rectangular coordinate system to investigate linear functions and graphs.
12. Find the slope and equation of a line between two given points.
13. Organize and communicate in proper mathematical form all of the steps involved in the topics above.
14. Make proper and careful use of a calculator.
15. Create and use note cards, study pages, mind maps, self-quizzes, and other study techniques.
16. Understand and describe the plastic brain concept, and tell how it relates to us as humans.
17. Read mathematics to recognize important details and meaning.
18. Predict and write good test questions.
19. Create and use both a semester schedule and a daily schedule.
20. Recognize and apply habits of mind necessary for success in college and life.
21. Gain experience working in groups to accomplish a task.

Text and Materials:
All students must have a MyMathLab account. The access code can be purchased at bookstores serving the college. You may also chose to purchase the code online at registration. There is a 14-day free access pass available to assist students waiting on financial aid checks.

*Fill-in-the-blank notes will be posted on d2l for each section that we cover. You are responsible for printing them and bringing them to class.*

Technology: After the unit covering operations on fractions, you will need a TI-30 XS MultiView calculator. This is the one recommended by both MTH 110 and MTH 220 instructors. The third exam and final exam will have both a calculator and a non-calculator portion. No cell phones, PDAs, earphones, or other electronic gadgets will be allowed during exams! **In addition, turn off and put away all cell phones during regular class periods. Cell phone use and texting in class is grounds for dismissal!**

Assessment: Your grade will be determined by three cumulative exams, a comprehensive final, student-skills exercises, and daily work in the form of mathematics homework, quizzes, and in-class assignments. The formula for calculating your final average is

\[
\text{Final Ave.} = 0.50(\text{Exam Ave.}) + 0.30(\text{Student Skills}) + 0.20(\text{Daily Ave.})
\]

The Daily Average will include MML HW assignments, and the shorter daily in-class activities which cover math skills. The Student Skills portion includes attendance, class participation, in-class activities which cover student skills, outside written assignments, and more involved projects related to student skills. If there is any question, your instructor will tell you in which category an assignment is to be counted.

Your letter grade will be assigned according to the usual grading convention:

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<th>Percentage</th>
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<tr>
<td>90-100%</td>
<td>RA</td>
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<tr>
<td>80-89.9%</td>
<td>RB</td>
</tr>
<tr>
<td>70-79.9%</td>
<td>RC</td>
</tr>
<tr>
<td>60-69.9%</td>
<td>RD</td>
</tr>
<tr>
<td>Less than 60%</td>
<td>RF</td>
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To pass the course you must have an overall class average of at least an RC (70%).

Students who make an A will have the choice to take a regular MTH 110 or 220 course or a corequisite version.

**Attendance and Punctuality is Required.** You will be involved in daily class discussions and group work. Each absence over one and up to four (except as per Policy Manual 6.7 Class Attendance) will reduce your final Student Skills grade by one percentage point. Each absence after the fourth will reduce your final Student Skills grade by two percentage points. Students who are tardy, who do not participate properly in group activities, or who engage in off-task behavior may be marked absent and/or assessed a daily grade penalty.

**Makeup Policy:** There will be no retests or make-up daily grades. A missed exam (grade of 0%) can be made up by making at least 70% on the final if you have no more than 2 unexcused absences. **In-class activities, worksheets, and quizzes cannot be made up. Homework and My Math Lab assignments will not be accepted late.**
**Student IDs:** You must show your student picture ID before exams. No ID, no exam grade!

**Written Assignments:** You will have a number of written assignments, reflections, and other projects due at various times during the semester. Written work must be stapled in the top, left corner and it will be due at the beginning of class. If you must miss a class, be sure to turn in your work early or give it to a classmate to turn in for you.

**Homework:** The homework is in two parts. Some will be written assignments on study skills, and some will be math problems assigned on MyMathLab (MML.) Exam questions over mathematics will be similar to the problems on MML and the examples from class. Exam questions over study skills will come from class discussions, textbook, and material on written assignments.

1) To access your online math HW login to your SFA D2L course and click the link and then the orange button.

   ![Open MyLab & Mastering](https://example.com)

   You will need to allow popups between each of these steps.

2) Enter your Pearson account username and password. You have an account if you have ever used a MyLab or Mastering Product. (If you don’t have a Pearson account, select Create and follow instructions)

3) Select an access option:
   - Enter the access code that you purchased separately from the bookstore.
   - Buy access online using credit card
   - Get temporary access for 14 days

**Additional Help:** The AARC (Academic Assistance and Resource Center) provides tutoring and mentoring services including: **Walk-in tables** (available M 1-2pm, T 4-6pm, W 4-5pm, and R 1-2pm); For more information, visit the AARC (right side of the first floor of Steen Library) or the AARC webpage ([http://library.sfasu.edu/aarc/](http://library.sfasu.edu/aarc/)). The AARC provides writing help as well as math tutoring.

**Classroom Etiquette:** You will be working in various groups during the semester, and we will have many discussions. To facilitate a happy and useful classroom environment please be respectful of others, keep on task, and participate.

**Participation:** Bring textbooks, calculator (when allowed), paper, and writing instrument to each class. You must be attentive to the task at hand, take notes, and be prepared to participate in class discussions. Be respectful of your peers and instructor. Texting during class (or other off-task activities) will be cause for dismissal. Students who do not attend class regularly or who perform poorly on class work may be referred to the Early Alert Program. This program provides students with resources and other assistance that is available to help SFA students succeed.

**Commitment:** Federal law and SFA policy on credit and contact hours (5.4) requires that a typical 3 credit-hour face-to-face course consist of three hours of in-class instruction per week plus sufficient student work to require at least six additional study hours per week out of class. This course has been designed to be consistent with those expectations. You must make a commitment to attend every class, to arrive on time and to stay the entire time. You must make a commitment to work in class by taking notes and working the examples given. You must make an additional commitment of doing work outside of class. Remember the college rule: “For every one hour in class, students should spend two to three hours out of class doing daily work and studying for exams.” This is not high school! In college you must actually perform in order to earn your grades. You must make a commitment to get help when you don’t understand what you are being asked to do. You must commit to working on math at least every two days. The more committed you are, the more successful you will be.
**Drops and Repeats:** Students in state-funded Texas colleges and universities are not allowed to drop (with a grade of W) more than six courses total, including courses from transfer schools. In addition, the state will fund a maximum of 9 total hours (including repeats) of non-credit coursework. After that limit is reached, students will pay much more per class. For more information, contact the Registrar’s Office or your instructor.

**Withheld Grades:** Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course. The circumstances precipitating the request must have occurred after the official drop date. Students requesting a WH must be passing the course with a minimum projected grade of C.

**Disabilities:** To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For more information see: [http://www.sfasu.edu/disabilityservices](http://www.sfasu.edu/disabilityservices).

**Acceptable Student Behavior:** Classroom behavior and dress should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Uncivil or disruptive behavior will not be tolerated. Students who disrupt the learning environment will be asked to leave class and may be subject to judicial, academic or other penalties. The instructor shall have full discretion over what behavior and dress is appropriate in the classroom.

**Cheating:** Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. **Cheating** includes but is not limited to (1) using, or attempting to use, or having in possession unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; (3) possession of current keys/exams prior to test time; (4) alteration of records; and (5) helping or attempting to help another in an act of cheating or plagiarism. **Plagiarism** is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit (copying from another’s paper).

Any student caught cheating, aiding another student in cheating, or appropriating the words or work of others without proper citation will be subject to academic discipline. **It is the responsibility of the student not only to abstain from cheating, but in addition, to avoid the appearance of cheating, and to guard against making it possible for others to cheat.** Penalties are given at the discretion of the instructor and range from receiving zeros for the work done to dismissal from the course and/or University. Violations are tracked by the dean's office.

Please read the complete policy at [http://www.sfasu.edu/policies/academic_integrity.asp](http://www.sfasu.edu/policies/academic_integrity.asp)

**Calendar:** The following calendar is tentative and subject to change with notification from your instructor. If you miss a class, be sure to contact your teacher or a classmate for the assignment.