Instructor: Shouzong Liu
Office: Neckers 260
Office Hours: MWF 3:00-4:00PM Neckers 260 or by appointment
Open Lab/Tutor Hours: Monday-Thursday from 6-8 p.m. (Morris Library Room 680)
E-mail: shliu@siu.edu
PREREQUISITES: College Algebra (Math 108 or equivalent) with a grade of C or better. New students must present satisfactory placement score or obtain the permission of the Department of Mathematics.
The e-book comes FREE with the course fee you paid for Math 108. So, a physical textbook is optional.
REQUIRED ITEMS:
1) My Labs Plus Access Code: This is free for all Math 109 students.
2) Calculator: ONLY TI-30 calculators will be allowed with the exception of the TI-30X Multiview. Do NOT purchase this calculator. I would highly recommend purchasing the TI-30XIIS. Calculators may be not allowed in some exams.
3) Math 109 Course Lecture Notes (some sections): available at the SIU Bookstore (for less than $20).
RECENT FINALS: Go to www.math.siu.edu then click on Course Information, Recent final exams, Math 109.
ATTENDANCE: You are expected to attend every lecture and to arrive on time. Attendance will be taken.
CELL PHONE POLICY: Please have all cell phones on silent and refrain from answering any calls in the classroom. If you must take the call, please go into the hallway.

ASSESSMENT/EVALUATION:
Grading: There will be no extra credit given in this course, so be sure to keep track of your grade in My Labs Plus throughout the semester. (Click on Gradebook in the blue left-hand column)
Grade Scale:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Homework</td>
<td>14%</td>
</tr>
<tr>
<td>Attendance</td>
<td>1%</td>
</tr>
<tr>
<td>Quizzes (online &amp; in class)</td>
<td>8%</td>
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<tr>
<td>Worksheets</td>
<td>8%</td>
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<tr>
<td>Tests (4)</td>
<td>44%</td>
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<tr>
<td>Final</td>
<td>25%</td>
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<table>
<thead>
<tr>
<th>Percent</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>90 – 100</td>
<td>A</td>
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<tr>
<td>80-89.9</td>
<td>B</td>
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<tr>
<td>70-79.9</td>
<td>C</td>
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<td>60-69.9</td>
<td>D</td>
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<tr>
<td>below 60</td>
<td>F</td>
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TESTS, HOMEWORKS, WORKSHEETS AND QUizzes:

- Tests must be taken at the scheduled time. Make-up tests will only be given to students with a valid excuse (verification will be necessary). If you miss a test, please contact me immediately.
- Most of the homework will be submitted online.
- No late worksheets will be accepted.
- There will be no make-up for online quizzes, so watch the due dates closely.

Be aware of the University policy regarding the grade of INC. I abide by it.

Emergency Procedures. Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. Because some health and safety circumstances are beyond our control, we ask that you become familiar with the SIUC Emergency Response Plan and Building Emergency Response Team (BERT) program. Emergency response information is available on posters in buildings on campus, available on BERT’s website at www.bert.siu.edu, Department of Safety’s website www.dps.siu.edu (disaster drop down) and in Emergency Response Guideline pamphlet. Know how to respond to each type of emergency.

Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency. The Building Emergency Response Team will provide assistance to your instructor in evacuating the building or sheltering within the facility.