Instructor: Shaun Wolfe  
Office: Neckers 428  
Office Hours: W 9-9:50, TR 9:50-11  
Email: swolfe33@siu.edu


Course materials: Approximately 75% of assignments will be submitted into MyLabsPlus starting with the first homework. To access My Labs Plus, simply log into Salukinet. Click on "My Records" and look for My Labs Plus link. THIS CLASS WILL NOT SHOW UP IN D2L!

Attendance: You are expected to come to class everyday and to arrive on time. Attendance will be taken every class. Students who do not miss a single class will get a 2% bonus at the end of the semester, students who miss one class will get a 1% bonus, two absences you break even. Beginning with the 3rd absence, I will deduct 1% from the student’s final grade for each absence. You will be marked absent if you are more than 10 minutes late. Students with legitimate reasons (such as university-sanctioned events, interviews, etc.) for missing class need to let me know in advance and provide the appropriate documentation.

Exams: There will be 4 exams (not including the common final). There are no make-up exams. If you have to miss an exam for a legitimate reason, contact me ahead of time. Cell phones are not allowed during exams. Cheating will result in a zero for that exam.

Homework: Homework will be submitted into MyLabsPlus. Be sure to pay close attention to the assignment calendar so you won’t miss a closing date. Keeping track of due dates is YOUR responsibility. No late work accepted. All homework will be due the day before the test in which it will be covered.

Reading Assignments: Reading the textbook, before and after a lecture is one of the keys to success. In MLP you have access to the e-book version of the textbook. The e-book allows you to link to learning aids including videos, study tips, chapter reviews, etc. Chapters 1-6 are covered.

Worksheets: Worksheets will be due roughly every two weeks and submitted in class. No late worksheets will be accepted.

Quizzes: There will be a short quiz at the end of the week unless there is a test that week. The lowest score will be dropped.

Calculators: Scientific calculators are allowed, but NOT graphing calculators.

Email: Please check your email (at least) daily. I send out announcements, solutions, and hand-outs frequently.

Exam Dates: Test 1 – Sept. 18  
Test 2 – Oct. 9  
Test 3 – Nov. 6  
Test 4 – Dec. 4  
Final Exam – Monday, Dec. 14, 5:00pm – 7 pm
Recent Finals: Go to [www.math.siu.edu](http://www.math.siu.edu) then click on “Course Information”, “Final Exam Preparation”, and then find “Math 140”.

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)

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<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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<td>80-89.9</td>
<td>B</td>
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<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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Homework: 14%
Attendance: 1%
Quizzes (online & in class): 8%
Worksheets: 8%
Tests (4): 44%
Final: 25%

Incomplete: University policy does not permit any instructor to give an incomplete unless the following circumstances apply:

- The student has a mitigating reason for not finishing the course.
- The student’s course grade exceeds the cut-off used to earn a final grade of C (70%).

**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](http://www.bert.siu.edu), Department of Safety's website [www.dps.siu.edu](http://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.