**Instructor:** Kristen Ceballos  
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**Textbook:** FINITE MATHEMATICS FOR BUSINESS, ECONOMICS, LIFE SCIENCES, AND SOCIAL SCIENCES, BY BARNETT, 13TH ED.

**Exams:** There will be 3 paper exams. There are no makeup tests. I am not dropping your lowest test score since there are only 3 exams. Local students (within a 30 minute drive) will take exams at the Testing Center in the Morris library 7th floor on SIUC Campus. Other students will fill out a proctoring form (found inside virtual classroom) and submit it to the Testing Center. Non-local Students may ONLY use a public library, testing center, or local community college as proctoring centers. Sometimes a $10-$20 fee is charged for proctoring. If you cannot afford this (3 tests plus a final), be sure to drop this course. Proctoring is free on the SIUC campus.

Test dates:  
Test 1 – Wednesday 2/24 or Thursday 2/25  
Test 2 – Tuesday 4/5 or Wednesday 4/6  
Test 3 – Wednesday 4/27 or Thursday 4/28  
(2 dates are given, you can take the test either day)

**Online Homework Assignments:** All of the homework will be submitted online. You will see the due date schedule under Course Home. If you miss a question, you can create a new question to replace it by clicking “similar exercise” up to 3 times.

**Online Quizzes:** Do not take the online quizzes before you have completed the corresponding homework. You will find that many of the quiz problems come from the homework. You will not be given the help features when completing a quiz, and you will need to submit it all at once (you cannot check the individual questions like you do on the homework). The quizzes are timed. So be sure that you have at least 40 minutes of uninterrupted time to take the quiz. NO LATE QUIZZES ARE ACCEPTED.

**Calculators:** Scientific calculators ONLY are allowed.

- Recommended: Texas Instruments TI-30XS or TI-30XIIS (both under $15)
- These are the calculators used in the lecture videos (available on MLP)
- NOT PERMITTED: TI-83/84/85/86/89/84 Plus/89 Titanium/92
Grading: Approximate points:

Course grades are based on a 90, 80, 70, 60% scale:

| Homework | 100 |
| Quizzes  | 100 |
| Tests    | 300 |
| Final    | 200 |
| **Total**| 700 |

Important Dates:

Last Day to Drop with refund: Sunday, January 31
Last Day to Drop without refund: Sunday, April 3

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.