Instructor: Shaun Wolfe
Office: Neckers 428
Office Hours: T 12:30-2:30, W 2-4
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. 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 will be one optional, cumulative make up exam after test 4 that will replace the lowest exam score up to that point. If you have to miss an exam for a legitimate reason (university-sanctioned events/up to my discretion), contact me ahead of time, provide the appropriate documentation and you will be permitted to make up the exam within one class-day of the original exam date.

Homework: Homework will be submitted into MyLabsPlus. There will be four due dates for online homework which will be the day before each exam. The homework assignments due will be all assignments associated with the material for that exam. 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.

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. The lowest worksheet score will be dropped at the end of the semester. Worksheets will reflect test material more accurately than online homework assignments.

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 at the end of the semester.

Calculators: Scientific calculators are allowed, but NOT graphing or programmable calculators. The TI-30XIIS is recommended (under $15).
Email: Please check your email (at least) daily. I send out announcements, solutions, and hand-outs frequently. (Be sure to check the email account that is associated with your MyLabsPlus account)

Exam Dates: Test 1 - Feb. 12th
Test 2 - March 4th
Test 3 - April 6th
Test 4 - April 29th
Final Exam – Monday, May 7th, 5:00pm – 7 pm

Recent Finals: Go to 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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<tr>
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<th>Percent</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>Homework</td>
<td>14%</td>
<td></td>
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<tr>
<td>Attendence</td>
<td>1%</td>
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<tr>
<td>Quizzes (online &amp; in class)</td>
<td>8%</td>
<td></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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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, 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.
SAFETY AWARENESS FACTS AND EDUCATION
Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: http://safer.siuc.edu

SALUKI CARES
The purpose of Saluki Cares is to develop, facilitate, and coordinate a university-wide program of care and support for students in any type of distress—physical, emotional, financial, or personal. By working closely with faculty, staff, students and their families, SIU will continue to provide care and support for our students and their families. They are an important part of the community. For more information on Saluki Cares, see the University website for more information. For more information please visit: http://safer.siuc.edu/about/campus/index.html

EMERGENCY PROCEDURES
Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. We ask that you become familiar with the SIU Emergency Response Plan and Building Emergency Response Team (BERT) programs. Please reference the Emergency Response Protocols for Southern Illinois University Carbondale on the following page. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency.

INCLUSIVE EXCELLENCE
SIU consists of a diverse community of learners from many different cultural and ethnic backgrounds, and representing all stages of life, from any discipline, regardless of ability, race, gender, sexuality, and age. Learning from and working with people who differ is an important part of education as well as an essential preparation for any career. For more information, please visit: http://www.inclusiveexcellence.siuc.edu

LEARNING AND SUPPORT SERVICES
Help is within reach. Learning support services offers free tutoring on campus and virtual. To find more information, please visit the Center for Learning and Support Services website.

WRITING CENTER
The SIUC Center offers free writing services to all SIU students and faculty. To find a tutor or schedule an appointment, please visit: http://writingcenter.siu.edu/

AFFIRMATIVE ACTION & EQUAL OPPORTUNITY
Our institution is strongly committed to equal opportunity and non-discrimination in all respects for all members of the university community, including students, employees, trustees, and visitors. We are committed to administer the policies and procedures in a manner that complies with the laws and regulations governing equal employment opportunity. For more information: http:// Diversity.siu.edu/

Additional Resources Available:
SIUC KIN: https://sites.siu.edu/siuc/ki              SIU ONLINE: http://online.siu.edu/