**Instructor:** Kristen Ceballos  
**Email:** kalindb@siu.edu


**Course materials:** *Access to MyLabsPlus is required.* New Textbooks contain MLP access codes but codes can also be purchased separately online when you log in to MLP. Approximately 75% of assignments will be submitted into MyLabsPlus starting with the first homework.

**Exams:** There will be 4 exams (not including the common final). There are no make-up exams. You must set up an approved proctor and location at least 3 days before taking an exam, i.e. either on SIUC campus, at a local community college, library, etc. More info closer to the first test.

Test dates:  
Test 1 – Monday 2/15 or Tuesday 2/16  
Test 2 – Monday 3/7 or Tuesday 3/8  
Test 3 – Monday 4/11 or Tuesday 4/12  
Test 4 – Monday 5/2 or Tuesday 5/3  
(2 dates are given, you can take the test either day)

Final Exam: Monday May 9 or Tuesday May 10

**Homework:** Most 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.*

**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.

**Worksheets:** Ten worksheets will be submitted into the ‘Worksheet Dropbox’. No late worksheets will be accepted. Instructions on how to use the dropbox can be found on MLP under Week 1.

**Calculators:** Scientific calculators are allowed, but not graphing calculators. TI-30X preferred.

**Recent Finals:** Go to [www.math.siu.edu](http://www.math.siu.edu) then click on “Course Information”, “Final Exam Preparation”, and “Math 140”.

**Grading:** There will be no curving, extra credit, or bonus points given in this course, so be sure to keep track of your grade on MathXL throughout the semester.

Course grades are based on a 100, 90, 80, 70, 60...% scale. Approximate points:
### Assignment Points Total

<table>
<thead>
<tr>
<th>Assignment</th>
<th>#</th>
<th>Points</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeworks</td>
<td>54</td>
<td>5 each</td>
<td>270</td>
</tr>
<tr>
<td>Worksheets</td>
<td>10</td>
<td>10 each</td>
<td>100</td>
</tr>
<tr>
<td>Quizzes</td>
<td>5</td>
<td>10 each</td>
<td>50</td>
</tr>
<tr>
<td>Tests</td>
<td>4</td>
<td>100 each</td>
<td>400</td>
</tr>
<tr>
<td>Final</td>
<td>1</td>
<td>200</td>
<td>200</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td></td>
<td></td>
<td><strong>1020</strong></td>
</tr>
</tbody>
</table>

**Important Dates:**

- Last Day to Drop with refund: Sunday, January 31
- Last Day to Drop without refund: Sunday, April 3
- Final Exam: Monday May 9 or Tuesday May 10

**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.