

**Course Information****Section 1: Description**

This course is an introduction to elementary algebra emphasizing basic algebraic concepts and those skills necessary to apply the concepts. Topics will provide an introduction to symbol manipulation and the analytical methods for solving application problems appropriate to the introductory level. Specific topics include arithmetic of real numbers, variable expressions and linear equations and their applications.

**Section 2: Class Information**

Class Meetings: Monday and Wednesday 12:10-1:35

Class Location: Room PH 401 (Pacific Heights)

**Section 3: Contact Information**

Instructor: Evan Leach

Office Location: Building 7, Room 7107

Office Phone: (650) 738-4186

Office Hours: Monday-Friday 9:10-11:00

Email: [leache@smccd.net](mailto:leache@smccd.net)

Website: [www.smccd.net/accounts/leache](http://www.smccd.net/accounts/leache)

**Section 4: Required Materials**

Textbook: Elementary and Intermediate Algebra, 3<sup>rd</sup> edition, Hubbard and Robinson, Houghton Mifflin Company, 2002

Calculator: Texas Instruments TI-83 Plus or equivalent

**Section 5: Important Dates**

Last Day to Drop (with partial refund): Wednesday, September 14, 2005

Last Day to Drop (without refund): Monday, October 3, 2005

Last Day to Withdraw: Tuesday, November 14, 2005

**Section 6: Homework**

The best way to learn mathematics is to do mathematics. Homework will be assigned each day and collected the following day. Homework assignments must be completed on letter-sized loose-leaf paper. Include your first and last name as well as the assignment number on each page you submit to me. Staples are not required. Late homework will be accepted, but with a penalty. However, late homework will not be accepted after the applicable test.

**Course Information****Section 7: Quizzes**

Up to two quizzes will be given each week. Quizzes will take place during the last ten to twenty minutes of the class meeting. No make-up quizzes will be given. A score for a missed quiz will be generated from the subsequent test.

**Section 8: Tests**

Four tests will be given during the semester. Tests will take the entire class meeting. Make-up tests will not be given. A score for a missed test will be generated from the final exam. Exact dates for each test will be announced later.

**Section 9: The Final Exam**

The final exam will take place from 11:10-1:40 on Monday, December 12, 2005. Two and one-half hours will be given for the final exam. The final exam is comprehensive. Students who miss the final exam will be given a maximum grade of D for the course.

**Section 10: Grading Policy**

Each student's grade will be based on their performance on Homework (10%), Quizzes and Tests (60%), and the Final Exam (30%).

Letter grades will be assigned based on each student's weighted percentage of points possible according to the following table:

Percentage	Letter Grade
90%-100%	A
80%-90%	B
70%-80%	C
60%-70%	D
0%-60%	F

**Section 11: Attendance**

Attendance will be taken at each class meeting via a sign-in sheet. Any student who misses four class meetings may be withdrawn from the course by the instructor without notification unless they demonstrate the ability to be successful in the course.

**Section 12: Amendments**