

Math 155 Spring 2019

GRADING

- 400 points 4 proctored exams taken on a specific date in the Math Lab
- 100 points Quizzes (taken in the Math Lab)
- 75 points Lecture Participation
- 100 points Math Lab participation
- 75 points Homework Assignments (completed in MyMathLab)
- 250 points Comprehensive departmental final exam

Total of 1,000 points.

The grading scale will be at least as generous as:

A	850 – 1000 points	(85-100%)
B	750 – 849 points	(75-84.9%)
C	650 – 749 points	(65-74.9%)
D	550 – 649 points	(55-64.9%)
F	0 – 550 points	(Less than 55%)

Exams

Closer to each exam date, there will be a sign-up process where each student chooses a time on the exam date to take the exam in the Math Lab. The exam will be proctored in the Lab and taken via MyMathLab. You will be provided scratch paper to work out the problems. You will be allowed to use the scientific calculator provided on MyMathLab. No other calculators will be allowed. You will need to bring your student ID and a pencil to the exam. Failure to arrive on time for your scheduled exam time will result in a zero for the exam.

Make-up exams will be given ONLY in the event of a documented illness or serious emergency. All make-up exams will be resolved by the end of the semester. Make-up exams will be given on the last week of classes before finals and must have been agreed upon beforehand.

Quizzes

We will drop the two lowest quizzes. Since we drop the two lowest quizzes, no makeup quizzes will be given for any reason. However, you will get ten attempts on each quiz and the highest score will be accepted. **IMPORTANT:** you will NOT have access to a quiz if you do not complete the corresponding homework assignment with a proficiency of at least 80% by the due date. **IMPORTANT:** quizzes must be completed in the Math Lab.

IMPORTANT: you must complete a quiz in ONE sitting. Quiz deadlines can be seen on MyMathLab and no late quizzes will be accepted. You will have 30 minutes to complete each attempt of the quiz, and the time can be seen on MyMathLab.

You can use your dedicated homework notebook on the quizzes. No other resources are allowed. You will be able to use the scientific calculator provided on MyMathLab. No other calculators will be allowed.

You should master the homework before attempting the quizzes, and you should try to do the quizzes without any help. If you rely on help to get a score of 100% on the quizzes, you will score much lower on the exams. You must work through the entire quiz and submit it before seeing your score. You can use notes on the quizzes. You can review your quiz in the Gradebook, and the MyMathLab learning aids will appear for the review.

You are not allowed to consult with anyone in the Math Lab regarding the math concepts or regarding specific answers to questions. The work you submit must be your own. Your work must be independently written and entered into MyMathLab. You are not allowed to use any additional online or third party resources that are not explicitly listed in the syllabus or provided by your instructor. No cell phones are allowed to be used during quizzes. Using a cell phone during a quiz for any reason is academic misconduct.

Lecture Participation

Lecture will meet once a week for fifty minutes at the scheduled time. In class, your instructor will present an overview of the work for the week. You will receive a lecture participation grade for each class meeting. You must attend lecture for the full 50 minutes, take notes, pay attention, stay awake, and turn in the assigned Trigsted Workbook page in order to receive a 100% for the lecture participation score for that week. The Trigsted Workbook page may be collected at any time during lecture. If you fail to meet any of these requirements throughout the 50 minute class time, you will receive a score of 0% for that class meeting. We will drop the two lowest lecture participation scores at the end of the semester. Since we drop the two lowest scores, no make ups will be given for any reason.

Math Lab Participation

For each week (Monday through Friday) of the semester, you are expected to spend at least 3 hours in the Math Lab (Graham Hall room 235). Cell phones, laptops, iPads, iPods, smart watches, and any other smart devices are not allowed to be used or out in the Math Lab. You must spend a minimum of 3 hours in the Math Lab per week. The hours do not need to be consecutive. The time will be measured by swiping your NIU OneCard. The Math Lab participation is all or nothing. For example, spending 2 hours and 59 minutes would result in a 0% for that week. It is your responsibility to keep track of your time for each week. Any extra hours (over 3) spent in the lab will not carry over to the next week. We will drop the two lowest weeks of participation at the end of the semester. Since we drop the two lowest scores, participation points cannot be made up for any reason. **IMPORTANT:** Failure to follow the rules of the Math Lab will result in a loss of participation points for that week or further disciplinary action.

During Lab time you should read the etext, do homework, take quizzes, and repeatedly work through practice exams until you are certain that you have mastered the material. You are strongly encouraged to interact with the instructors, teaching assistants, and tutors in order to get individualized, immediate answers to your questions. You are not allowed to work on the guided notebook in the Math Lab.

Homework

Homework assignments will be taken via MyMathLab. You can retry homework problems until you get them correct. The two lowest homework scores will be dropped. Since we drop the two lowest homework scores, no late homework will be accepted and no makeup homework will be allowed. Deadlines for homework assignments can be seen in MyMathLab and no late homework will be accepted.

You are required to bring a dedicated notebook to the Math Lab to write down and work through the homework assignment. This notebook may be used during the quizzes.

The work you submit must be your own. Your work must be independently written and entered into MyMathLab. You can re-work exercises, enter and exit your homework, and get back to it at a later time prior to the due date. If you rely on the MyMathLab learning aids or other help to get problems correct, you should rework the problem until you can get it correct without any help. Students who become overly dependent on the learning aids to obtain a score of 100% on the homework find that they score much lower on the exams.

Final

The final is comprehensive and multiple-choice (taken via scantron). The final exam is Tuesday May 7th from 12 to 1:50pm. Location: TBA. **Note:** Math 110 follows the mass exams schedule not the standard exam schedule. **IMPORTANT:** We will replace the lowest exam score with the percentage score from the final exam if the final exam score is better. We do not drop the final exam for any reason.

MyMathLab Tips

It is possible that at some point during the semester you will not be able to access your account in MyMathLab by going to www.mymathlab.com and selecting "Sign in" on the upper right side. In this situation, you can try using https://www.mathxl.com/login_mml.htm