

Math 254 Essential Mathematics Online—Syllabus Fall 2005

This class covers the arithmetic of whole numbers, fractions, decimals and percents. You'll also study some algebra topics, geometry, and measurement. You will learn this material through a mathematics software called **PLATO Interactive Mathematics**. You need to contact your instructor before getting started with this software.

Grading: This class is Credit/No Credit. You must earn 750 points or more out of 1,000 points **AND** complete all Interactive Mathematics Evaluates and **on-campus Exams** to receive a Credit. If you wish to receive a letter grade, contact your instructor.

Your grade consists of:

“Moodle” Assignments — 64 points

Evaluates — 50 points

Homework — 36 points

Exams — 600 points

Final Exam — 250 points

- **“Moodle” Assignments**—Complete weekly assignments that will be posted at this site. These assignments could be a quiz, a group forum discussion, or a journal entry. The “Moodle” Assignments are worth a total of 64 points.
- **Evaluates**—Do the fourteen Interactive Mathematics software quizzes, called Evaluates. You can take up to two versions of each Evaluate. Your highest score will count towards your overall grade. The Evaluates are worth a total of 50 points.
- **Homework**—Do all the homework assignments. Do the problems assigned by your instructor, not the assignments listed in the Interactive Mathematics software. A homework set is due on each exam day. You will have to print the homework cover sheet, fill it out, and staple it to the top of your homework. The first three homework sets are worth 10 points each and the last one is worth 6 points for a total of 36 points.
- **Exams**—Take 3 exams on campus at the Math Learning Center. The exams are closed book/closed notes. **You cannot retake any of the exams but there are Practice Exams you can use as a study guide.** You may only use a calculator on Exam 2 and on the geometry part of Exam 3. Each exam is worth 200 points for a total of 600 points. See below for information about taking the exams.
- **Final Exam**—Take the final exam, worth 250 points, on Tuesday, December 13 or Wednesday, December 14 at the MLC. There are no make ups for the final exam. The final is cumulative; in other words, it covers everything. The formula sheets for F5.2 and F6.1 will be provided. The final is closed book; however, you may write an 8.5" X 11" sheet of notes (front and back) to use. You may use a calculator on the final. You can study for the final by reworking the problems on the three exams you took this semester. **There is no retake for the final.** Note: You must take the final even if you have already earned 750 points. The Final is **not** returned to students. If you would like to see your graded Final you will need to make arrangements with your instructor.

Taking exams: Online students take their exams in the [Math Learning Center \(MLC\)](#)—Room 1074. Bring your completed homework with the cover sheet attached, a photo ID, a pencil, an eraser and a calculator, if allowed on that exam. For each exam, you will have a specific week in which you must take that exam. You may **not** take the exam before or after that given week. If an extreme circumstance arises and you inform your instructor **before** the last day the exam can be taken, then you may take the exam up to one week late, however **40 points will be deducted** from your score. This does not apply to the Final exam. The Final exam must be taken on either Tuesday, December 13 or Wednesday, December 14 at the MLC or you will receive 0 points for the Final Exam.

You do not need to schedule an appointment to take your exam. Just show up during the MLC's regular hours. Be sure to leave yourself enough time to take the exam—up to 2 hours for exams and up to 3 hours for the final. Before you take each exam, you **must** turn in the homework for the material covered with the cover sheet attached. **You will not be allowed to take an exam if you do not turn in a completed homework set for that exam.** You must also have completed the computer modules (Explain, Apply and Evaluate) for the sections covered on the exam.

Cheating is not tolerated. If a student is caught cheating on an exam, it will be marked 0. If caught a second time, the student will be dropped.