

**HOUSTON COMMUNITY COLLEGE SYSTEM
NORTHWEST COLLEGE – KATY CAMPUS
Pre-Algebra – 0106 CRN# 57698
SUMMER 2015**

<p>Professor: Dorothy A. Muhammad</p> <p>Office Number: Rm. 359 – Katy Campus Phone Number: 713.718.5511 office 713.291.6586 cell</p> <p>E-mail Address: Dorothy.Muhammad@hccs.edu Alternate Address: resugenius@hotmail.com</p>	<p>Class Schedule: North West College: Katy Campus</p> <p>Monday/Wednesday: 8:00 a.m. – 9:36 a.m.</p>
<p>Conference Schedule: Office times given upon request.</p> <p>Tutorial – Computer Lab Rm. 150 J</p>	<p>MyMathLab: Pearson Educational</p> <p>*Per departmental policy – Calculators <i>may not</i> be used on any examination, including the final examination.*</p>

<u>Grade Determination:</u>	Three (4) Test – Average*	30%
	Computer Assignments – Average	40%
	Final Examination (Departmental)	30%
	Total	100%

Make-up Policy:

- **Assignments are due on the date specified when the assignment is issued!**
- **Students who fail to turn in assignments due to unexcused absences are not entitled to make up the work for credit; I do encourage, however, that students make up the work for their own benefit. All material is subject to be included on future test.**
- ***There are will not be any make-up test! Should a test be missed, that is the test that will be dropped. Should another test be missed, then that zero will be calculated into the final grade.**
- **All students must take the DEPARTMENTAL EXAMINATION – there are no exemptions.**
- **Any student who misses three (3) or more class meetings will be administratively dropped from the class roster.**

Class Policies:

- **Our test day is FRIDAY. The test are computer based and are closely aligned with your homework. Test dates will be announced at least one (1) week in advance – EVERY FRIDAY DURING SUMMER SESSION.**
- **Calculators are prohibited on any graded course work. You may not use them on any test – including the final exam.**
- **ANY STUDENT WHO NEEDS SPECIAL ACCOMODATIONS AS SET FORTH BY THE ADA OFFICE, PLEASE SPEAK WITH ME AND ARRANGEMENTS WILL BE MADE TO MEET YOUR NEEDS.**
- **Students are urged to visit the math tutoring sessions in the library on the 3rd floor of the Katy campus or room 150J in the open lab on the first floor. Tutor schedules may be found at the circulation desk in the library or on the door of the tutorial center – room 150J. All of the tutors are professional staff and are available to assist you. Please, do not hesitate or wait until the course has progressed too far before seeking assistance.**

Computer Instructions:

- **This course is a computer aided course. Your assignments will be presented using the MyMathLab program; you should/should have received your access code when you purchase (d) the book.**
- **Course ID: muhammad71588 – CRN# 57698**
- **Website: www.coursecompass.com**
- **All homework and test will be administered via this program.**

Course Objectives: Upon completion of this course, students should be able to perform the following mathematical operations:

- **Add, subtract, multiply and divide whole numbers and manipulate certain expressions, understand the order of operations, and solve problems using exponential notations.**
- **Add, subtract, multiply and divide integers.**
- **Determine the least common multiple of two or more integers.**
- **Add, subtract, multiply, and divide fractions.**
- **Add, subtract, multiply, and divide with decimals and percent.**

****YOU MUST SCORE A 100 PERCENT ON EACH OF YOUR HOMEWORK ASSIGNMENTS OR YOU WILL NOT RECEIVE CREDIT FOR THE ASSIGNMENT!**