

will determine whether or not a legitimate conflict exists. Other exams, papers, or social events are not considered conflicts. You are expected to manage your time. **A PHOTO ID IS REQUIRED FOR ALL EXAMS**

Final Exam:

This is a comprehensive exam covering all nine chapters we have studied this quarter. It is not an optional exam and must be taken at the scheduled time.

Quizzes - 40 points

Chapter quizzes will not be announced. These in-class quizzes will be closed book and closed notes. There will be no makeup for missed quizzes. The quizzes will range in value from 7 to 10 points. There will be more than 40 points available throughout the quarter.

Homework - 40 points

Homework will be on-line and manually done. Both online and manual homework will be worth a maximum of 5 points. There will be one online HW per chapter and will be graded by the CengageNow. Manual homework will be accepted only on the assigned day during the first 15 minutes of class AND must be a **photo copy** of your original manual homework. There may be more than one manual homework per chapter for a maximum of 5 points per chapter. Again, there will be more than 40 points available to make your total of 40 points.

Project – 20 points

There will be one group project assignment due. You will be graded on your cooperation within the group and on the successful completion of the project by your group.

Important items:

Quizzes – Extra Credit

The on-line quizzes due the same day the chapter is assigned to be read are extra credit. There will be 9 quizzes and each will be graded by the homework online system. The quizzes are worth 5 points each. A maximum of 40 points is available in extra credit.

Attendance:

Your class attendance is an integral part of the learning cycle. It is your choice as an adult to attend class. However, if you miss three consecutive classes, I may drop you. It is your responsibility to handle your scholastic life yourself. If you decide to drop this class, **YOU** do so in a timely manner. I will **NOT** drop anyone after the second week.

Personal integrity:

I expect all students to do their own work unless otherwise asked to by the instructor. If there are any problems, the student/students will be sent directly to the Dean of Student Services. If the problem concerns more than one student, all students involved will be disciplined. Your instructor has the right to assign a grade of “F” for blatant infractions. If you have any questions, please consult the college schedule under “Academic Integrity”. Please, let us have no problems in this area.

Classmates names, phone #, email:

	Monday	Wednesday	Friday
WEEK 1	INTRODUCTION - GREENSHEET - CALENDAR - CENGAGE NOW Ch 1 - PowerPoint - Ch 1 Overview - Read Ch 1 tonight	Ch 1 - PowerPoint - Handout (Ch 1)	Ch 1 - PowerPoint - Handout (Ch 1)
	HW - Assignment Zero - EC Quiz Ch 1 (timed) (both on CNow)	HW - Assignment Zero - EC Quiz Ch 1 (timed) - Ch 1 online HW (all on CNow)	HW - Ch 1 Ex. 7,9,12,13,15,17,18, 20,26 Pr. 1 - 4A
WEEK 2	Ch 1 - HW Ch 2 - PowerPoint	Ch 2 - PowerPoint - Handout (Ch 2) GROUP PROJECT (Please purchase <u>before</u> coming to class)	Ch 2 - PowerPoint - Handout (Ch 2)
	HW-Read Ch 2 EC Quiz	- HW - Ch 2 online HW	HW - Ch 2 Ex. 2,6,7,11 thru 15 - Ch 2 Pr. 2A
WEEK 3	HOLIDAY	Ch 2 - HW - In-class Quiz EXAM I (Ch 1-2) M/C Bring Scantron	EXAM I (Ch 1-2) Written
	Review for Exam	HW-Read Ch 3 - EC Quiz	HW - Ch 3 online HW
WEEK 4	Ch 3 - PowerPoint - Handout (Ch 3)	Ch 3 - HW GROUP PROJECT	Ch 4 - PowerPoint - Handout (Ch 4)
	HW - Ch 3 Ex. 1,3,6,8,10, 13,18,19,23,29 - Ch 3 Pr. 3A	HW-Read Ch 4 - EC Quiz	HW - Ch 4 online HW
WEEK 5	Ch 4 - PowerPoint - Handout (Ch 4)	Ch 4 - HW GROUP PROJECT	GROUP PROJECT Group Project Due
	HW - Ch 4 Ex.2,5,8,12,14,17, 18,22 - Ch 4 Pr. 1A	HW - Review for Exam II	HW - Review for Exam II
WEEK 6	EXAM II (Ch 3-4) Bring Scantron	Ch 5 - PowerPoint - Handout (Ch 5)	HOLIDAY
	HW-Read Ch 5 - EC Quiz	HW - Ch 5 online HW	HW - Ch 5 Ex. 1,2,3,4,7,8,25

	Monday	Wednesday	Friday
WEEK 7	HOLIDAY	Ch 5 - HW Ch 6 - PowerPoint	Ch 6 - PowerPoint - Handout (Ch 6)
		HW-Read Ch 6 - EC Quiz	HW - Ch 6 online HW
WEEK 8	Ch 6 - PowerPoint - Handout (Ch 6)	Ch 6 - HW	Ch 6 - HW
	HW - Ch 6 Ex.2,4,8, 19,20 - Ch 6 Pr. 3A (Perpetual)	HW - Ch 6 Ex. 25,26,28,31 - Ch 6 Pr. 3A (Periodic)	HW-Read Ch 7 - EC Quiz - Online HW
WEEK 9	Ch 7 - PowerPoint - Handout (Ch 7)	Ch 7 - HW	EXAM III (Ch 5-7) Bring Scantron
	HW - Ch 7 Ex. 2,3,5,7,8, 11,12,14,17,21 - CP 3&4	Review for Exam	HW-Read Ch 8 - EC Quiz
WEEK 10	Ch 8 - PowerPoint - Handout (Ch 8)	Ch 8 - HW	Ch 9 - PowerPoint - Handout (Ch 9)
	HW - Ch 8 online HW - Ch 8 Ex. 2,10,12,14,18, 19,24,27	HW-Read Ch 9 - EC Quiz	HW - Ch 9 online HW - Ch 9 Ex. 2,3,4,6,11,12
WEEK 11	Ch 9 - HW	Ch 9 - HW	EXAM IV (Ch 8-9) Bring Scantron
	HW Ch 8 Pr 4A Ch 9 PE 3B & 4B	HW - Review for Exam IV	
WEEK 12	Review Exams I, II, III, IV	FINAL Tues. March 24 9:15 - 11:15 Bring Scantron	
	Study for Final	CONGRATULATIONS	