Meeting Information
Section 01 meets from 9:30 - 10:40 am on Monday, Wednesday, and Friday in room S137.
Section 02 meets from 1:00 - 2:10 pm on Monday, Wednesday, and Friday in room S137.

Instructor Information
James Jones, Professor of Mathematics. Phone: 875-7211, ext 490
Email: james@richland.edu
Office: C223
Web: http://people.richland.edu/james/

Office Hours
These are the times I’m scheduled to be in my office. I often spend portions of my office hour in the classroom helping students, so if I’m not in my office, check room S137. If these times are not convenient for you, please see me to make an appointment for some other time.
Monday & Wednesday: 8:30 - 9:20 am, 3:50 - 4:40 pm; Friday: 8:30 - 9:20 am

Text
Most of the material in the course will be presented through lecture and web pages. For those who wish to have a book for reference purposes, here is one that will work (and is inexpensive).

Grading Policy
Letter grades will be assigned to final adjusted scores as follows:
A: 90-100%  B: 80 - 89%  C: 70-79%  D: 60-69%  F: below 60%
The final adjusted score is a weighted average of three components:
Concepts: 50%  Projects: 40%  Participation: 10%

Highlights
• You are responsible for all information given in class, even if you are absent.
• Assessment and evaluation will be incorporated into the daily classroom experience. There is no make-up of these daily assessments.
• A 10% grace factor will be applied to the concepts portion of your grade. That is, a 10 point assessment will be recorded as having 9 possible points.
• Projects are due by 5:00 p.m. on their due date. Late work loses 20% of its value for every class period it is late. Students must notify the instructor when late work is submitted. No late work will be accepted after the final.
• You may be dropped if you miss two consecutive days without communicating with the instructor.
• You do not need a graphing calculator, but you should bring a scientific calculator every day.
• You will need to spend time outside class working on projects. Rent Minitab for $30 if you want to work on projects from home (Windows only). http://www.onthelab.com/minitab