Catalog Description: This is the second course in a 2 semester developmental algebra sequence. Topics to be studied include: algebraic operations; functions, polynomials, factoring, rational expressions; exponents and radicals, and quadratic functions. This course is offered in combined lecture/computer lab format or the Math Learning Center in an individualized lab/computer format. The grade in this course is neither computed in G.P.A. nor applicable to any degree or certificate program for graduation. This course is a prerequisite for MTH 0908 and transfer level math courses.

Expected Learning Outcomes:

Upon completion of the course, the student will be able to:

1. demonstrate the ability to solve and graph linear equations.
2. demonstrate a working knowledge of exponents and polynomials.
3. demonstrate the ability to factor polynomials.
4. demonstrate the ability to manipulate rational expressions and to solve equations that contain rational expressions.
5. demonstrate a working knowledge of the functions.
6. demonstrate the ability to solve compound inequalities, absolute value equations and inequalities.
7. demonstrate a working knowledge of rational exponents, radicals, and complex numbers.
8. demonstrate the ability to solve quadratic equations.

MyMathLab by Pearson

Course Materials: 3 ring binder, loose leaf paper, pencil, straightedge, graph paper, 3x5 note cards, and a scientific calculator such as TI-30X IIS (graphing calculators are not allowed).

Course Design: Completion of Intermediate Algebra requires completion of all course requirements.

<table>
<thead>
<tr>
<th></th>
<th>Tests</th>
<th>100 points each</th>
<th>600 points</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Tests</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>1</td>
<td>Final Exam</td>
<td>100 points</td>
<td>100 points</td>
<td>62%</td>
</tr>
<tr>
<td>11</td>
<td>Quizzes</td>
<td>20 points each</td>
<td>231 points</td>
<td>20%</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>11 points</td>
<td></td>
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<tr>
<td>33</td>
<td>Homework</td>
<td></td>
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</tr>
<tr>
<td>11</td>
<td>MML’s</td>
<td>5 points each</td>
<td>165 points</td>
<td>18%</td>
</tr>
<tr>
<td>11</td>
<td>Section Videos</td>
<td>1 point each</td>
<td>11 points</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Guided Notes</td>
<td>2 points each</td>
<td>22 points</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Progress/Attendance Checks</td>
<td>4 points each</td>
<td>20 bonus points</td>
<td></td>
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<tr>
<td></td>
<td>TOTAL POINTS</td>
<td></td>
<td>1129</td>
<td></td>
</tr>
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</table>
Textbook

Read each section of your book, taking notes and learning vocabulary as you go. Pay close attention to the author’s examples and complete the “Now Try” exercises in the margin. Be sure to check your answers at the bottom of the margin.

Work the problems in the Exercises as assigned. These should be done on loose leaf paper in a 3-ring binder and follow Procedure 1.

Procedure 1 Book Homework–
- Please use pencil and work the homework problems following the homework template provided i.e. number the problems, show your work and be neat!
- A page of answers is not sufficient.
- Be sure to check your answers in the back of the book.
- If you don’t understand, go to Study Plan for additional practice, ask a lab worker for assistance or go to peer tutoring.

MyMathLab

MyMathLab is an on-line program. You will be scheduled to work in MyMathLab as indicated on the course schedule. The first log-in must be done in class; thereafter, practice and homework assignments can be done on any computer with internet access.

MML Guided Notes-- Guided Notes are worksheets designed to follow the section videos for selected sections and are to be completed as you watch the videos. Our goal is to provide you with a resource to use while completing assignments and quizzes.
- Read your assignment sheet carefully.
- Section Videos with Guided Notes must be watched in the Homework section of MML or no credit will be given.
- You may print the Guided Notes worksheets yourself from the link on the dashboard in MML or ask your instructor for copies of them.
- You must submit your completed guided notes to an instructor in order to receive credit.

MML Homework -- When completing MML Homework follow Procedure 2.

Procedure 2 MML Homework –
- MMLs are homework assignments in MyMathLab.
- MML Homework will be counted as part of your course grade.
- The minimum score on MMLs is 80.
- Problems may be done over and over until a score of 100 is received.
- You must show your work neatly in your notebook following the homework template provided i.e. number the problems, show your work and be neat!
MML Quizzes – When a quiz is due, follow Procedure 3.

Procedure 3 MML Quiz –
- Quizzes have due dates. If you need to work on a quiz after the due date, speak to an instructor and the quiz will be activated for you.
- To take a quiz, show your completed book and MML homework to an instructor. Be sure to have the instructor initial your assignment sheet in the space provided.
- Quizzes must be done in class and are password protected.
- You may use your book, your notes, and your guided notes during a quiz.
- Your work should be done neatly in your notebook with the problems numbered.
- Upon completion of the quiz, click submit and review.
- If you score 80 or higher, click review and go over any problems that you missed. Ask an instructor for assistance as needed. Then, you may continue in the chapter or take the test as appropriate.
- If you score below 80, you should click review and go over the quiz with an instructor. Your instructor will direct you to watch the section video and take detailed notes, to the Study Plan section on MML, or to your book to do some review and practice before you retake the quiz in MML. When your quiz is completed, be sure to click review and go over any missed questions.
- If after your 2nd try, you still are below 80, a visit to peer tutoring will be required before you can ask an instructor for a 3rd try. Your score will be the highest of the three.

Tests
Tests are pencil paper. When you are ready to take the test follow Procedure 4.

Remember to ask questions prior to the testing moment!
During a Test, you may ask no more than 3 content questions!

Procedure 4 Test –
- When you are ready for a test complete a blue test request card and open your grade book in MML so an instructor can verify that all assignments are completed.
- Tests must be done in one sitting without the benefit of book or notes. You may use a scientific calculator, scratch paper and a pencil.
- When completed, turn in your test with your work shown neatly on the test and any scratch paper to an instructor. (If you use scratch paper please number your work.)
- If your test is not graded before you leave, be sure to check your grade in the grade book portion of MML. Most of the time, test results are emailed.
- Always ask to see and go over your test with an instructor.
- The minimum score on a test is 75.
- If you score lower than a 75, you will be given appropriate review work and will be required to retake the test.
- A visit to peer tutoring will be required if your second attempt is still not passing.
- You may also retake a test to raise your grade before progressing to the next chapter.
- The first time you take a test the maximum score is 100; the second time it is 91, the third time it is 82 and all subsequent times it is 75.
- **If you need to retake a test, you need to plan on coming in extra time to do so.**
- The final exam is comprehensive and may be taken only once. Allow 2 hours for the exam.
## MTH 0907 – PROPOSED SCHEDULE – FALL 2014

<table>
<thead>
<tr>
<th>DUE DATE</th>
<th>ASSIGNMENT</th>
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</thead>
</table>
| **8/18** | - Introduction  
- Register in MyMathLab (MML) Go to [www.pearsonmylabandmastering.com](http://www.pearsonmylabandmastering.com)  
Instructor: E. Hauger, Course ID’s: princeton33531  
T. O’Brien, streator04459  
M. Abbott, ottawa88494  
Username___________________Password______________________  
- Watch “How to Enter Answers” video in MML.  
- MML - Do MLC Orientation Quiz.  
- Do MML Review (Basic Algebra) using the videos and helps as needed.  
  Follow Procedure 2 on page 2 of this handout. If the MML Review gives you trouble, complete it and then go to study plan to review any sections marked with a pencil. |
| **8/19** | - Continue working on the MML Review getting help as needed. Be sure to rework the problems in the MML Review until you have 100%.  
  You should be finished with the MML Review when you come to class tomorrow. |
| **8/20** | - Watch Video Sec 5.1 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
- Do pgs 301-303 ODD # 1-31, ODD # 49-65, 68, 69, 73, 79, 83, ALL # 91-100. Follow Procedure 1 on page 2 of this handout.  
- Check your answers in the back of the book beginning on page A-12. If you do well continue, if not, go to Study Plan and practice the sections marked with a pencil.  
- Do MML 5.1. Follow Procedure 2 |
| **8/21** | - Watch Video Sec 5.2 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
- Do MML 5.2 in the Homework section of MML. Follow Procedure 2  
- Do pgs 307-309 #1 – 12, Multiples of 3 MO3 (15, 18, 21… 69), 73, 74, 75. Follow Procedure 1 |

**YOUR FIRST CONFERENCE IS DUE BY 8/29 even if you’re behind schedule.**

| **8/22** | - Watch Video Sec 5.3 in the Homework section of MML while completing the guided notes provided by your instructor.  
- You may use either method of factoring; however, most instructors prefer the FOIL method.  
<table>
<thead>
<tr>
<th>Date</th>
<th>Task</th>
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<tbody>
<tr>
<td>8/25</td>
<td>□ Review section 5.3.</td>
</tr>
<tr>
<td></td>
<td>□ Do <strong>MML 5.3.</strong> Follow Procedure 2.</td>
</tr>
<tr>
<td>8/26</td>
<td>□ Show Homework (HW) to instructor (initials) _____, take <strong>Quiz 1</strong> in MML and submit your guided notes for credit. Follow Procedure 3 on p2 of this handout.</td>
</tr>
<tr>
<td></td>
<td>□ Watch <strong>Video Sec 5.4</strong> in the Homework section of MML while completing the guided notes provided by your instructor.</td>
</tr>
<tr>
<td></td>
<td>□ Do p 323 ALL # 1 – 6. Follow Procedure 1.</td>
</tr>
<tr>
<td>8/27</td>
<td>□ Review section 5.4.</td>
</tr>
<tr>
<td></td>
<td>□ Do <strong>MML 5.4.</strong> Follow Procedure 2.</td>
</tr>
<tr>
<td></td>
<td>□ Do pgs 323 - 325 Multiple of 5 MO5 (10, 15, 20 ... 30) ALL #31-36, MO5 #40-95. Follow Procedure 1.</td>
</tr>
</tbody>
</table>

**Please conference with an instructor on August 29th**

(You will receive 4 bonus points if you initiate a conference on the due date.)

_____ Bonus Points

_____ Off to a good start!

_____ Behind--Needs to work outside of class ➔ GOALS: Take Quiz 1 by 9/2, Quiz 2 on or before 9/8, and Test 1 by 9/9 ➔ be on schedule at next conference (September 15th) or risk being withdrawn on 9/15.

Student ________________________________ Instructor ___________________________ Date ___________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Task</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/29</td>
<td>□ Watch Video Sec 5.5 in the Multimedia Library in MML while following along in your book, taking notes as you go.</td>
</tr>
<tr>
<td></td>
<td>□ Do <strong>MML 5.5.</strong> Follow Procedure 2.</td>
</tr>
<tr>
<td></td>
<td>□ Do pgs 334-335 ALL 1-10, MO5 # 15-75. Follow Procedure 1.</td>
</tr>
<tr>
<td>9/1</td>
<td>□ <strong>Labor Day – College Closed</strong></td>
</tr>
<tr>
<td>9/2</td>
<td>□ Watch Video Sec 5.6 in the Multimedia Library in MML while following along in your book, taking notes as you go.</td>
</tr>
<tr>
<td></td>
<td>□ Do pgs 342-344 ODD #1-23. Follow Procedure 1.</td>
</tr>
<tr>
<td>9/3</td>
<td>□ Review objectives 3 and 4 in section 5.6.</td>
</tr>
<tr>
<td></td>
<td>□ Do <strong>MML 5.6.</strong> Follow Procedure 2.</td>
</tr>
<tr>
<td>9/4</td>
<td>□ Show Homework (HW) to instructor (initials) _____, take <strong>Quiz 2</strong> in MML and submit your guided notes for credit. Follow Procedure 3.</td>
</tr>
<tr>
<td></td>
<td><strong>YOUR NEXT CONFERENCE IS DUE BY 9/15 even if you’re behind schedule.</strong></td>
</tr>
<tr>
<td>9/5</td>
<td>□ Prepare for Test 1 by reading Chapter 5 Summary pgs 347-349.</td>
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<tr>
<td></td>
<td>□ Do Chapter 5 Test p 353. Follow Procedure 1.</td>
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<tr>
<td></td>
<td>□ Review the various Concept Checks that were assigned throughout the chapter.</td>
</tr>
<tr>
<td>9/8</td>
<td>□ Take <strong>Unit 1 Test</strong> (Chapter 5). Follow Procedure 4 on p 3 of this handout.</td>
</tr>
<tr>
<td>Date</td>
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**YOUR CONFERENCE IS DUE TOMORROW!!**

Please conference with an instructor concerning your progress on or before September 15th. (You will receive 4 bonus points if you initiate a conference on or before the due date.)

<table>
<thead>
<tr>
<th></th>
<th>On schedule</th>
<th>Attendance</th>
<th>Bonus Points</th>
</tr>
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<tbody>
<tr>
<td>_____</td>
<td>_____</td>
<td>_____</td>
<td>_____</td>
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</tbody>
</table>

_____ Was behind at first conference—still behind. Set goals below...if not caught up on 10/8, you will be withdrawn on 10/8/14.

_____ Was ok at first conference but is now behind schedule: (set goals below)

- Goal 1: _________________________________________________________ (short-term goal)
- Goal 2: _________________________________________________________ (short-term goal)
- Goal 3: Take Test 2 on 9/25 as scheduled.
- Goal 4: Be on schedule by October 8th or be withdrawn from the course.

<table>
<thead>
<tr>
<th>Student</th>
<th>Instructor</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>____</td>
<td>____</td>
<td>____</td>
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</table>

<p>| Date | | Watch Video Sec 6.4 in the Homework section of MML while completing the guided notes provided by your instructor. | Do pgs 383-385 ALL # 1-8, MO3 # 9-48, 49, 50, MO3 # 51-72. Follow Procedure 1. | Do MML <strong>6.4</strong>. Follow Procedure 2. |
|------|--------|---------------------------------|-----------------------------------------------------------------|
| 9/15 | | Show Homework (HW) to instructor (initials) _____, take Quiz 3 in MML and submit your guided notes for credit. Follow Procedure 3. |
| 9/16 | | Omit section 6.5. | Watch Video Sec <strong>6.6</strong> in the Homework section of MML while completing the guided notes provided by your instructor. | Do pgs 401-403 ALL # 1-18, MO5 #20-75. Follow Procedure 1. |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Task</th>
</tr>
</thead>
</table>
| 9/22  | □ Watch Video Sec 6.7 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
      □ Do MML 6.7  
      □ Do pgs 410-412 ODD #1-41, ALL #45-52. Follow Procedure 1.                                                                 |
| 9/23  | □ Show Homework (HW) to instructor (initials) _____, take Quiz 4 in MML and submit your guided notes for credit. Follow Procedure 3. |
| 9/24  | □ Prepare for Test 2 by reading the Chapter 6 Summary pgs 415-418.  
| 9/25  | □ Take Unit 2 Test (Chapter 6). Follow Procedure 4.                                                                                   |
|       | YOUR NEXT CONFERENCE IS DUE BY 10/8 even if you’re behind schedule.                                                                     |
| 9/26  | □ Watch Video Sec 7.1 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
      □ Do pgs 438-440 ODD # 1-57, also do 46. Follow Procedure 1.                                                                      |
| 9/29  | □ Review objectives 5-8 in section 7.1.  
      □ Do pgs 440-442 ODD #63-105. Follow Procedure 1.  
      □ Do MML 7.1. Follow Procedure 2.                                                                                                  |
| 9/30  | □ Watch Video Sec 7.2 in the Homework section of MML while completing the guided notes provided by your instructor.  
      □ Do MML 7.2A. Follow Procedure 2.  
      □ Do pgs 451-452 ALL #1-14, 15, 21, ALL #23-26, 27, 29, 35, 37, 45, 47. Follow Procedure 1.                                  |
| 10/1  | □ Review objectives 5-7 in section 7.2.  
      □ Do MML 7.2B. Follow Procedure 2.  
| 10/3  | □ Show Homework (HW) to instructor (initials) _____, take Quiz 5 in MML and submit your guided notes for credit. Follow Procedure 3. |
| 10/6  | □ Watch Video Sec 7.3 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
      □ For a review of interval notation see the tables on pages 152 & 160.  
      □ Do MML 7.3. Follow Procedure 2.  
| 10/7  | □ Watch Video Sec 7.4 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
      □ Do MML 7.4. Follow Procedure 2.  
      □ Do pgs 468-472 MO3 #3-54, ODD # 57-65. Follow Procedure 1.                                                                         |
Please conference with an instructor concerning your progress on or before October 8\textsuperscript{th}.
(You will receive 4 bonus points if you initiate a conference on or before the due date.)

\begin{tabular}{|c|c|c|c|}
\hline
\multicolumn{4}{|c|}{\begin{tabular}{l}
On schedule \hspace{1cm} Attendance \hspace{1cm} Bonus Points \hspace{1cm} \\
\end{tabular}} \\
\hline
\multicolumn{4}{|c|}{\begin{tabular}{l}
\hspace{1cm} Has remained behind schedule without meeting goals to catch up—may not continue and will be withdrawn. \hspace{1cm} \\
\hspace{1cm} Was behind at second conference only—still behind. \textbf{Set goals below}...if not caught up on 11/4, you will be withdrawn on 11/4/14. \hspace{1cm} \\
\hspace{1cm} Has been ok in the past but is now behind schedule: (set goals below) \hspace{1cm} \\
\end{tabular}} \\
\hline
\multicolumn{4}{|c|}{\begin{tabular}{l}
\hspace{1cm} Goal 1: \hspace{1cm} (short-term goal) \hspace{1cm} \\
\hspace{1cm} Goal 2: \hspace{1cm} (short-term goal) \hspace{1cm} \\
\hspace{1cm} Goal 3: Take Quiz 7 on 10/22 as scheduled. \hspace{1cm} \\
\hspace{1cm} Goal 4: Be on schedule by November 4\textsuperscript{th} or be withdrawn from the course. \hspace{1cm} \\
\end{tabular}} \\
\hline
\end{tabular}

\begin{tabular}{|c|c|c|}
\hline
Student & Instructor & Date \\
\hline
10/8 & Watch Video Sec 7.5 in the \textit{Homework} section of MML while completing the \textit{guided notes} provided by your instructor. \\
& Do MML 7.5. Follow Procedure 2. \\
& Do pgs 478-479 # 3, 11, 19, 21, 23, 33, 39, 43, 49, 61, 67, 71, 75. \\
& Follow Procedure 1. \\
\hline
10/9 & Show Homework (HW) to instructor (initials) _____, take \textbf{Quiz 6} in MML and submit your \textit{guided notes} for credit. Follow Procedure 3. \\
& Omit section 7.6. \\
\hline
10/10 & \textbf{Professional Enrichment Day – College Closed} \\
\hline
10/13 & Review Chapter 7 by reading Chapter 7 Summary pgs 489-492. \\
& Do Chapter 7 Test pgs 496-497 ALL# 1-26. \\
\hline
10/14 & Take \textbf{Unit 3 Test} (Chapter 7). Follow Procedure 4. \\
\hline
10/15 & Watch Video Sec 9.1 in the Multimedia Library in MML while following along in your book, taking notes as you go. \\
& Do pgs 571-573 ALL # 1-6 MO3 # 9-66, ALL 73-78. Follow Procedure 1. \\
& Do MML 9.1. Follow Procedure 2. \\
\hline
10/16 & Watch Video Sec 9.2 in the \textit{Homework} section of MML while completing the \textit{guided notes} provided by your instructor. \\
& Do MML 9.2A. Follow Procedure 2. \\
& Do pgs 580-581 ALL # 1-4, MOS #5-65. Follow Procedure 1. \\
\hline
10/17 & Review section 9.2. \\
& Do MML 9.2B. Follow Procedure 2. \\
& Do pgs 581-582 ODD #67-103, ALL # 111-114. Follow Procedure 1. \\
\hline
10/20 & Do Summary Exercises p 583 ODD #1-47. Follow Procedure 1. \\
\hline
\end{tabular}
<table>
<thead>
<tr>
<th>Date</th>
<th>Task</th>
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</thead>
</table>
| 10/21 | □ Watch Video Sec 9.3 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
□ Do pgs 589-590 ALL #1-12, ODD # 13-51. Follow Procedure 1.  
□ Do MML 9.3. Follow Procedure 2. |
| 10/22 | □ Show Homework (HW) to instructor (initials) _____, take Quiz 7 in MML and submit your guided notes for credit. Follow Procedure 3. |
| 10/23 | □ Prepare for Test 4 by reading Chapter 9 Summary pgs 592-594  
□ Do Chapter 9 pgs 594-595 ALL # 1-14, ODD # 15-51. Follow Procedure 1. |
| 10/24 | □ Take Unit 4 Test (Chapter 9).  

**YOUR NEXT CONFERENCE IS DUE BY 11/4 even if you’re behind schedule.** |
| 10/27 | □ Read Appendix B, Objective 1 pgs 899-900.  
□ Do MML APP B. Follow Procedure 2.  
□ Sec 4.1 & 4.2 have a more detailed explanation of rules of exponents if needed.  
□ Do p 903 ALL # 1-12. Follow Procedure 1. |
| 10/28 | □ Watch Video Sec 10.1 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
□ Do pgs 607-610 MO3 #3-63, 64, 65, MO3 #69-141. Follow Procedure 2. |
| 10/29 | □ Watch Video Sec 10.2 in the Homework section of MML while completing the guided notes provided by your instructor.  
Do p 617 ALL #1-10, ODD #11-37. Follow Procedure 1. |
| 10/30 | □ Review objectives 3 and 4 in section 10.2.  
□ Do MML 10.2. Follow Procedure 2. |
| 10/31 | □ Watch Video Sec 10.3 in the Homework section of MML while completing the guided notes provided by your instructor.  
□ Do MML 10.3. Follow Procedure 2.  
□ Do pgs 626-627 MO 5 #5-100. Follow Procedure 1. |
| 11/3 | □ Review objectives 4, 5 and 6 in section 10.3.  
□ Do pgs 627-628 ALL #101-106, ODD # 107-119, ALL # 125-129. Follow Procedure 1. |

Please conference with an instructor concerning your progress on or before November 4th.  
(You will receive 4 bonus points if you initiate a conference on or before the due date.)  

On schedule Attendance Bonus Points  
Has remained behind schedule without meeting goals to catch up—may not continue and will be withdrawn.  
Has been ok in the past but is now behind schedule: (set goals below)  

Goal 1: ____________________________________________________________ (short-term goal)  
Goal 2: ____________________________________________________________ (short-term goal)  
Goal 3: Take Quiz 9 on 11/13 as scheduled.  

Student ___________________________ Instructor ___________________________ Date _________________
<table>
<thead>
<tr>
<th>Date</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/4</td>
<td>□ Show Homework (HW) to instructor (initials) _____, take Quiz 8 in MML and submit your guided notes for credit. Follow Procedure 3.</td>
</tr>
</tbody>
</table>
| 11/5       | □ Watch Video Sec 10.4 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
             □ Do MML 10.4. Follow Procedure 2.  
             □ Do p 632 ODD # 1-47. Follow Procedure 1. |
| Last day to withdraw | □ Watch Video Sec 10.5 through Objectives 1 & 2 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
             □ Do pgs 640-641 ALL # 1-6, MO3 # 9-27, MO3 # 45-66. Follow Procedure 1. |
| 11/7       | □ YOUR LAST CONFERENCE IS DUE BY 11/21                                                           |
| 11/10      | □ Watch Video Sec 10.6 through Example 4 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
             □ Do MML 10.6. Follow Procedure 2.  
             □ Do pgs 648-649 MO3 #3-33, 35. Follow Procedure 1. |
| 11/11      | □ Veterans' Day – College Closed                                                               |
| 11/12      | □ Watch Video Sec 10.7 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
             □ Do MML 10.7. Follow Procedure 2  
             □ Do pgs 655-656 ALL # 1-6, MO5 #10-70. Follow Procedure 1. |
| 11/13      | □ Show Homework (HW) to instructor (initials) _____, take Quiz 9 in MML and submit your guided notes for credit. Follow Procedure 3. |
| 11/14      | □ Prepare for Test 5 by reading Chapter 10 Summary pgs 658-661.  
| 11/17      | □ Take Unit 5 Test (Chapter 10) Follow Procedure 4.                                              |
| 11/18      | □ Watch Video Sec 11.1 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
             □ Do MML 11.1. Follow Procedure 2.  
             □ Do pgs 674-675 ALL #1-4, MO5 #5-65. Follow Procedure 1. |
| 11/19      | □ Omit section 11.2.  
             □ Watch Video Sec 11.3 in the Multimedia Library in MML while following along in your book, taking notes as you go.  
             □ Do pgs 688-689 ALL # 1-4, ODD 5-51. Follow Procedure 1.  
             □ Do MML 11.3. Follow Procedure 2. |
| 11/20      | □ Show Homework (HW) to instructor (initials) _____, take Quiz 10 in MML and submit your guided notes for credit. Follow Procedure 3. |
Please conference with an instructor concerning your progress on or before November 21. (You will receive 4 bonus points if you initiate a conference on or before the due date.)

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<tr>
<th>On schedule</th>
<th>Attendance</th>
<th>Bonus Points</th>
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_____ Behind with good attendance, possible Incomplete if Test 5 is completed by 12/8 and good attendance continues.

_____ Behind with poor attendance---finish or fail.

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<th>Student __________________________</th>
<th>Instructor _________________________</th>
<th>Date _________________</th>
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| 11/24 | □ Omit section 11.4  
□ Read Sec 11.5 objectives 2, 3 & 4 taking notes as you go.  
□ Do p 705-707 ODD # 29-49. Follow Procedure 1.  
□ Use Study Plan for more practice if needed. |
| 11/25 | □ Watch Video Sec 11.6 in the Homework section of MML while completing the guided notes provided by your instructor.  
□ Do pg 715 ALL #1-18. Follow Procedure 1. |
| 11/26 – 28 | □ Thanksgiving Break – College Closed |
| 12/1 | □ Review section 11.6.  
□ Do MML 11.6. Follow Procedure 2.  
□ Do pgs 716-717 #19, 20, ODD #21-35, ALL #37-42. Follow Procedure 1. |
| 12/2 | □ Omit sections 11.7 and 11.8.  
□ Watch Video Sec 13.1, objective 1 only in the Homework section of MML while completing the guided notes provided by your instructor.  
| 12/3 | □ Show Homework (HW) to instructor (initials) _____, take Quiz 11 in MML and submit your guided notes for credit. Follow Procedure 3. |
| 12/4 | □ Review for Test 6 by reading Chapter 11 Summary pgs 737-739.  
□ Do Chapter 11 Review pgs 740-743 ALL # 1-6, 11-18, 32, 33, 34, 37, 39, 40, 43.  
| 12/5 | □ Take Unit 6 Test (Chapter 11) Follow Procedure 4. |
| 12/8 | □ Review for Final Exam by doing Cumulative Exercises  
□ pgs 597-598 #10-28, 30-33 and 38-44;  
□ pgs 746-747 #1-25 and 29-30 and 32;  
□ pgs 853-854 #1-3, 5-11,16-26, 29, 35, 36, and 38.  
□ Review for Final Exam by taking the Practice Final Exam in MML homework. |

12/9, 12/10, 12/11 or 12/12 Final Exam