

December 2015

Welcome to Math 880!

My purpose in sending this letter is to provide some information that might help you decide whether this course is appropriate for you at this time. This letter should give you some idea of the expectations that will be placed upon you over the course of the semester. It is also intended to give you an outline of the tasks you must complete prior to the start of the semester.

This is an accelerated section of Math 840 and Math 940 which provides a fast-paced review of material by means of online software that accompanies your textbook. If you are able to complete and pass the required quizzes and tests on schedule, then you will be able to pass BOTH Math 840 and Math 940 in one semester! However, this course requires substantial work done outside of class at a very fast pace. You will be expected to:

- Take tests online once a week.
- Complete homework (HW) either online or from the textbook or both.
- Complete groupwork activities in class.
- Complete a paper-pencil Midterm and Final Exam **on campus** for both the Math 840 and Math 940 portions of the class.

Before the start of the semester, you should:

- 1) **Purchase a MyMathLab access code.** MyMathLab is the software we will be using for online tests, homework and practice tests. MyMathLab also contains video lectures as well as an eBook and other resources. You can either purchase MyMathLab at the bookstore shrink-wrapped to our textbook: *Beginning and Intermediate Algebra*, 5th edition by Elayn Martin-Gay, published by Pearson/Addison-Wesley. Or you can purchase just the MyMathLab access code at www.pearsonmylab.com and use the multimedia textbook that is available through MyMathLab. A hard copy of the textbook purchased at the bookstore will cost more, but it is portable and can be taken anywhere and used in the future. If you purchase just the MyMathLab access code, it will be much cheaper but the multimedia textbook can only be accessed with an internet connection and you will not have access to it after this course is over.
- 2) **Register with MyMathLab** (go to www.pearsonmylab.com), explore the resources available on MyMathLab, and take a look at the Chapter 1 Test. The course id number that you will need during the MyMathLab registration process is: **naughton10368**. Click on Browser Check the first time to install the appropriate plug-ins for MyMathLab to work. More detailed instructions for how to register on MyMathLab will be found in the MyMathLab Registration Instruction document in the D2L announcements.
- 3) **Purchase a scientific calculator**, like a TI-30XII. You may use any scientific or graphing calculator for this course.
- 4) **Log on to D2L (Desire 2 Learn).** Course grades, files, video lectures, and announcements will be posted on our D2L site. If you have never logged on to

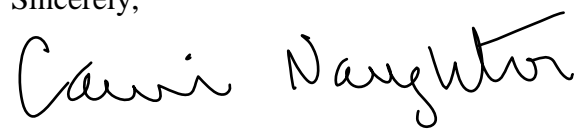
- D2L before, there are login instructions on the Inver Hills webpage. To activate any student accounts (including your I-net account, go.inverhills.edu e-mail account or D2L), go to www.inverhills.edu and click on the “Students” tab found on the top of the page. From there you will see “Activate student accounts.” Follow the directions provided. If you have any troubles you can visit the computer lab on the first floor of the Library and have an assistant step you through the activation process. **Our D2L course will become available to you beginning January 1st. Start exploring!**
- 5) After you have logged into D2L, please click on the link for this course and click on the link in the announcements that says “**Read Me First.**” You will find a checklist there that can assist you with the steps you must take to prepare for and succeed in this course.
 - 6) I would strongly recommend that you **start working ahead** before the course even begins. You can watch my video lectures for Chapter 1, start on the Week 1 groupwork activities, start some MyMathLab practice HW or textbook HW, take the Chapter 1 Test on MyMathLab, etc.
 - 7) **Activate an email account.** You will need to have an e-mail account so that I can contact you throughout the semester. You can activate this e-mail account by going to www.inverhills.edu. Click on the “Students” tab found on the top of the page. From there you will see “Activate student accounts.” Follow the directions provided.
 - 8) **Please send me an e-mail from your e-mail account** to let me know that you have received this letter and have been successful accessing MyMathLab, D2L, and all of the course materials. If you have any questions, please don’t hesitate to e-mail me at cnaught@inverhills.edu.
 - 9) **On the first day of class, please bring your calculator, coursepack and any questions that you may have.**

Also, please make sure that you are comfortable being in an accelerated, hybrid math class. You will need to take much more responsibility for your own learning than you would in a more traditionally taught class. **You need to make sure that you have the necessary time available and the necessary motivation to devote to this course.** There are a variety of resources available to help you with the course material, including video lectures created by me, examples in the textbook, guided sample problems, video lectures and animations in MyMathLab, office hours, and tutors in the Math Center. However, **it is not recommended that you take this course if you have struggled in math before or have any math anxiety.** Also, **if you have never taken Introductory and Intermediate Algebra before, then you should not take this class.**

I strongly recommend that you begin looking at the course material as soon as possible. **The first due date is January 13th.** Under the Content area of D2L, you will find a copy of the syllabus and weekly schedule. You will also find video lectures for each chapter. Once you have registered on MyMathLab, you will be able to access the Chapter Tests and can begin taking them at any time. You can also access all of my video lectures from my faculty webpage:
http://faculty.inverhills.edu/cnaught/video_lectures.htm.

I'm glad to have you in this class! I hope you are successful. You can visit me in my office, Library 247, or e-mail me at cnaught@inverhills.edu if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink that reads "Carrie Naughton". The signature is written in a cursive style with a long horizontal line extending from the top of the "N" in "Naughton".

Carrie Naughton