



**Welcome to Math 11 Finite Mathematics!**

Finite Math covers a variety of topics united by their focus on mathematical techniques used in business applications. The growing field of “business analytics” encompasses many types of applications ; the topics we learn give insight to some methods used in industry, although we explore them on a much smaller scale. Topics include linear models and optimization, exponential models and financial calculation, and probability and related models,. Math 11 is also a prerequisite for Math 12 Applied (Business) Calculus and to that end, we work to be proficient with linear, exponential, and logarithmic functions as well as to be conversant with mathematical models in business.

For transfer credit, UC and CSU require Math 11 to cover a wide spectrum of topics at the introductory level. Due to the variety of topics, regular attendance is important. To master the material, expect to do 10 hours weekly study outside class. Please review your schedule to plan time for the work needed to succeed.

**Instructor and Contact Information**  
**Instructor: Roberta Bloom**  
**Phone: 408-864-8591      Office: S33N**  
**email: bloomroberta@deanza.edu**  
*email is preferred*  
**Office Hours:**  
**Tues-Wed -Thurs: 9:45 am – 10:10 am**  
**Mon-Tues-Wed: 1:45 pm – 2:30 pm**  
**Instructor's Websites:**  
<http://deanza.edu/faculty/bloomroberta/>  
 Also Course Studio in MyPortal

**Course outline - official list of required topics:** <http://ecms.deanza.edu/deptoutlinespublic.html>

**Math Prerequisite:** Math 114 Intermediate Algebra with grade of C or better; or equivalent placement

**English Advisory:** EWRT 211 and READ 211 (or LART 211), or ESL 272 and 273

*Although this is a Math course, English reading comprehension and writing are very important in Math 10.*

**Materials & Resources required for this class:**

- <http://deanza.edu/faculty/bloomroberta> and **Course Studio in MyPortal**

**Textbook: Applied Finite Mathematics new 3<sup>rd</sup> ed. 2016, by R. Sekhon/R. Bloom** FREE pdf file online:  
 Link is currently at my faculty website :<http://www.deanza.edu/faculty/bloomroberta/math11.html>  
 or direct link: <https://www.deanza.edu/faculty/bloomroberta/AppliedFiniteMath-3ed-Current.pdf>  
 If you prefer to use a print version of the textbook, it is available in print at the bookstore for under \$50 as a printed pdf file 3 hole punched for a binder.

**The college may update the website platform during this quarter – URL changes, if any, will be announced.**

- **TI-83+ or TI-84+ calculator** (more info on page 4)
- Graph paper (1/4 or 1/5 inch squares), ruler, yellow highlighter

**Bring To Class Daily:** calculator & 4 spare AAA batteries, paper and graph paper, ruler, small stapler, highlighter

**Important Dates:** *Check online academic calendar to confirm & verify dates in case of change or error.*  
 No Class: Mon. 1/15, Fri. 2/16, Mon. 2/19      Last day to Add: Sat. 1/20      Last day to Drop - no W: Sun. 1/21  
 Last day to Elect P/NP: Fri. 2/2      Last day to Withdraw (W): Fri. 3/2      *College enforces all deadlines.*  
**Final Exam: Mon. 3/26: 11:30 am – 1:30 pm.** This is the college mandated official final exam date/time.

## **MATERIALS & RESOURCES REQUIRED FOR THIS CLASS:**

- **Open Faculty Website:** <http://deanza.edu/faculty/bloomroberta> has link to this Syllabus, the Textbook and answers to selected homework problems, and to assignments and other resources. This website is open to the public and does not require a log-in.
- **Course Studio:** some course resources are not posted on the open website but as **Files in Course Studio** within **MyPortal**. This material can be accessed only by students currently enrolled in the course.
- **Email:** Use email [bloomroberta@fhda.edu](mailto:bloomroberta@fhda.edu) or [bloomroberta@deanza.edu](mailto:bloomroberta@deanza.edu) to contact the instructor. (Both addresses send email to the same place.) Occasionally the instructor will send information or resources to the class by email. Please check your email frequently. All classwide email must use the students' email address in MyPortal. Please check the email address in MyPortal and correct it if needed.

### **Textbook: Applied Finite Mathematics new 3rd ed. 2016, by R. Sekhon and R. Bloom**

- free pdf file – <http://www.deanza.edu/faculty/bloomroberta/math11.html> ; follow link to textbook; also links to answers to selected homework problems and to all review problems.
- Alternate link directly to the textbook pdf (bypassing links to additional resources) is <http://www.deanza.edu/faculty/bloomroberta/AppliedFiniteMath-3ed-Current.pdf>
- print book available as printed pdf file can be purchased at the bookstore – cost under \$50

The college may update website platform during the quarter - URLs changes for textbook or website, if any, will be announced.

**Calculator Required: TI-83, TI-83+, or TI-84+:** Instructor demonstrates only TI-83 & 84 families of calculators in class; any **cmode**l in the TI-83 or TI-84 families of calculators are OK.

- The instructor may provide calculator programs to assist in some types of calculations; if you use any calculator other than a TI-83 or 84 type of calculator, the instructor is not able to provide you with the program and you will have to do longer, slower, more tedious calculations to complete the work.
- If your calculator is lost, stolen, broken, etc. it is your responsibility to obtain a calculator to use. Library Reserve has TI-83/84 calculators for limited loans. Calculators on cell phones or other devices are not permitted on a quiz or exam. Students can NOT share calculators for quizzes or exams. Instructor can NOT lend her calculator.

**EDUCATIONAL ACCESS:** Please see instructor during office hours or by appointment to discuss your situation confidentially if you have accommodations; you should see the instructor during the first week of class or as soon as you receive approval from the appropriate support service.

**For information about eligibility, support services or accommodations due to physical or learning disability see:**

- Disability Support Service (DSS): [www.deanza.edu/dss](http://www.deanza.edu/dss) Location: SCS-141 (408) 864-8753; TTY (408) 864-8748
- Educational Diagnostic Center (EDC): [www.deanza.edu/edc](http://www.deanza.edu/edc) Location: LCW 110; (408) 864-8839
- Special Education Division; [www.deanza.edu/specialed](http://www.deanza.edu/specialed) (408) 864-8407

**BE PREPARED:** Your preparation affects your and other students' ability to learn in class.

Active learning and exploration of ideas are possible when students come to class capable and prepared. Such activities are designed to present material in a more accessible, intuitive manner with hands-on participation. If students are unprepared and therefore not able to participate, an activity may fail as a demonstration of the concept it is designed to illustrate, adversely affecting everybody's opportunity to learn. **Bring required materials daily and keep up to date to be able to participate in a constructive manner to class learning activities.**

**RESPECT OTHER STUDENTS' RIGHT TO LEARN in an environment that supports learning.**

- **Please save private conversations for before or after class so that all students can hear and pay attention during class.** No private conversations or disruptive behavior in class. Students disrupting class may be asked to leave the classroom or may be dropped from the class.
- **Turn off & put away cell phones & other devices before class:** if your device makes noise or disrupts class, it interferes with other students' ability to learn; the instructor may ask you to leave. If it makes noise during a quiz/exam, points may be deducted from your grade or the instructor may take your paper and ask you to leave, even if you have not completed the quiz or exam.

## GRADES

GRADES are based primarily on exams	Points	Approx. %	Minimum percentage needed to <i>guarantee</i> the indicated grade	
4 Midterm Exams	320	48% - 53%	A: 93%	A-: 90%
Final Exam (mandatory)	160	24% -27%	B+: 87%	B: 83%    B-: 80%
Quizzes <i>best 4 of 5 quizzes</i>	80	12% - 14%	C+: 76 %	C: 68%
Other: Worksheets / Project / Graded Assignments	40 -100	7% - 15%	D: 58%	F: under 58%
<b>Total points</b>	<b>600 - 660</b>	<b>100%</b>		

### **HOMEWORK: READ THE TEXTBOOK - REVIEW CLASS NOTES - DO ASSIGNED PROBLEMS**

Assignments for practice problems at the end of each section are posted on the open website: **Math 11 Resources and Assignments** Page <http://www.deanza.edu/faculty/bloomroberta/Math11AssignmentsResources.html>

Answers to most odd numbered homework problems and all review problems are posted on the open website **Math 11 home page** <http://deanza.edu/faculty/bloomroberta/math11.html>

Homework provides practice in the skills and concepts we learn in class. Just as practice is important in sports and music, practice is also essential in learning math.

- You are expected to do all homework for practice even though homework will not generally be collected and graded.
- Quizzes are based closely on homework to motivate students to do homework and to assess understanding.
- Do homework with the goal of understanding so that you will be able to do similar problems on quizzes & exams. Sometimes you need to struggle though a problem until the concept becomes clear – keep trying!
- The instructor will answer homework questions in class to the extent that time permits. If you have trouble with a concept or skill, come to the instructor’s office hours or use the free tutoring available in S43 to get help.

### **QUIZZES: 20 points each ; best 4 quizzes are counted ; total 80 points** ; 5 quizzes are anticipated for the quarter.

Based closely on homework and classwork. Prepare for quizzes by doing homework and reviewing classwork.

- Quizzes provide a way for students to assess understanding before an exam and provide a way for the instructor to assess students’ understanding and identify areas of difficulty. Quizzes help motivate students to pace work on a timely basis instead of cramming before exams.
- Grading depends on clarity of work, interpretations, explanations, and accuracy of graphs, as well as numerical answers.
- **IF YOU ARE ABSENT FOR A QUIZ: No Make-Up Quizzes – No exceptions!!** If you are absent for a quiz for ANY reason, you earn a quiz grade of 0. One quiz grade of 0 for absence can be dropped as your lowest grade. *Try to avoid quiz absences as dropping a grade of 0 will mean you can not drop some other low quiz grade.*

### **4 MIDTERM EXAMS: 80 points each**

Prepare for exams by (1) doing homework, (2) reviewing classwork, (3) working practice problems in the review sections at the end of each chapter of the textbook, and (4) reviewing quizzes.

- If it improves your course grade, your lowest exam grade is replaced on a percentage equivalent basis by your final exam grade (not to exceed 100%).
- **NO MAKE-UP MIDTERM EXAMS:** Absence earns a grade of 0. One such grade of 0 for absence would be the lowest exam score that gets replaced by the percentage equivalent grade on the final exam. *Try to avoid exam absences as grade replacement for an exam absence prevents replacement of a low grade on another exam.*

### **FINAL EXAM: 2 hours; 160 points; mandatory ; comprehensive: includes ALL material covered during the quarter**

No early/late final exams. College policy is that the final exam must be given at the official time indicated in the college schedule and on the first page of this syllabus. Plan your schedule now to be available for the final exam on that date and time.

### **PROJECTS/LABS/WORKSHEETS/OTHER ASSIGNMENTS/CLASSWORK: 40-100 points of your grade.**

These items will be determined during the quarter. Some may be done entirely in class and can occur anytime in the quarter, often without advance notice. Some may be part in class and part at home; some at home only.

- Activities done as part of the day’s classwork can not be made up if you are absent.
- If an activity is to done at home, then it must be turned in on time, at the beginning of class on its due date.

### **More about QUIZZES & EXAMS:**

- **Schedule Changes**, if any, will be announced in class (and posted on website, if possible). Because students are expected to attend daily, if you are absent for an exam or quiz, the absence policies above apply even if the date of a quiz/ exam was changed.
- **ESL:** If English is a second language, a print (not electronic) English translation dictionary is allowed for exams/quizzes.
- **IDS for Exams and Quizzes:** **Bring a photo ID to all exams and quizzes.**  
The instructor may check ID for any student for any quiz or exam at any time throughout the quarter.

### **STANDARDS OF WORK: College level work is expected ; work is graded for both accuracy and quality of work.**

- **Written work that is graded must be complete, neat, legible, organized, and in order.** If you are requested to show your work, then correct answers must be supported by correct work to receive credit; otherwise you may lose credit, even if the final answer is correct. If explanations or interpretations are requested, you can lose credit for missing, incomplete or incorrect interpretations and explanations.
- **For papers handed in :** Write full name/class time and staple (no folded corners or paper clips); if unstapled work is handed in and pages come apart and separate and get lost, the work is considered incomplete. Instructor is not responsible for lost pages if it is not stapled. **Some / projects may require answers to be typed**, not handwritten.

### **ACADEMIC INTEGRITY: All students are expected to exercise academic integrity throughout the quarter.**

- **Cheating and academic dishonesty are not tolerated and can result in a grade of 0 or F for that quiz/exam/assignment or a grade of F for the course and referral to the Dean for academic discipline.**  
Any grade of 0 or F due to cheating or academic dishonesty will not be dropped or replaced.
- Cheating includes, but is not limited to: copying from other students, permitting other students to copy from you, plagiarism, submitting work that is not your own, using notes that do not meet permitted specifications, continuing to write/erase on exam/quiz after the permitted time has ended, changing your exam/quiz paper after it has been graded and then requesting a grading correction. Using any electronic device other than your approved calculator on a quiz or exam may be considered cheating. Sharing a calculator with another student for exam/quiz is considered cheating as work may be saved in memory.

**ATTENDANCE, DROPS, WITHDRAWALS:** Regular attendance is important for success in math class as each day's work builds upon what came before. You are expected to attend all classes, arrive on time & stay for the entire class. Late arrival/early departures are disruptive to the class and to your classmate's learning. The instructor reserves the right to drop students who miss more than 5 classes during the quarter or who miss any classes in the first two weeks you. However the instructor may or may not perform such a drop/withdrawal.

**College Policy: If the student chooses not to complete the class, it is the STUDENT'S RESPONSIBILITY to drop or withdraw by the college deadlines.**

If you stop attending but do not withdraw or drop you may fail with a grade of F. *See deadlines on page 1 of syllabus and on college online academic calendar; the college strictly enforces these deadlines.*

- **Parking is difficult. Plan extra time** to avoid traffic and parking problems to avoid being late.
- **Get classmates' contact information so you can get notes and information.** Instructor will not repeat lectures during class, office hours, or any other time. If you are absent, read the textbook and go to the Tutorial Center first; come to office hours if you still have specific questions.
- **Check the website to find out about due dates or schedule changes.** You are responsible for keeping up and to be aware of any schedule changes even when absent.

**COMPUTER ACCESS:** This class requires several computer resources explained on pages 1 and 2.

- Library West Computer Lab has computers with internet access; located in the **LCW** building downstairs  
<http://www.deanza.edu/library/librarywestcomputer.html> (408-864-8761)
- Math/Science Tutorial Center in Room S43 also has some computers available for student use.

**CLASS CANCELLATION, EMERGENCY:** If class is canceled for any reason, or if an emergency causes campus to be closed, assume that any quiz, exam or due date scheduled on that date will be rescheduled to our next class meeting. Other changes, if any, will be announced in class after classes resume. Check the website and email; if necessary and if possible, I may post a message.

## **IF YOU NEED HELP IN MATH 11**

- **MATH TUTORIAL CENTER (S-43) has FREE DROP-IN TUTORING for MATH 11.**

**Go to the Math 10 & 11 table to see if there are tutors for Math 11.**

Math 11 tutors may be in short supply during some quarters. Ask the staff at the desk if/when there are Math 11 tutors available; you can ask the names of Math 11 tutors so you know to look for.

- Precalculus tutors can help with chapters 1, 2, and 5
- Statistics tutors can help with chapters 8 and 9.

- **FREE ONLINE TUTORING from SMARTTHINKING.COM** – available in MyPortal

Amount of online tutoring may be limited per student during the quarter. It may be a good idea to save the online tutoring as resource for topics for which there may not be strong tutorial assistance available in the on campus tutoring in S43.

- **SEE INSTRUCTOR DURING OFFICE HOURS**

Students are encouraged to come to office hours to ask questions about material you need help with. This especially applies to Linear Programming, Finance and Markov Chains, where tutorial help may be difficult to find in S43 in some quarters.

- **FIND A STUDY PARTNER OR FORM A STUDY GROUP.**

Working with somebody helps you understand material better. Work consistently through the quarter. Collaboration is easy: use phone, email, text, or chat if you can't study together in person. Find a study partner who is interested in WORKING WITH you, not somebody trying to earn their points based on your effort without their own similar effort.

- **DON'T WAIT UNTIL YOU ARE DROWNING TO GET HELP.**

**Get help as soon as you have difficulty, while there is still time to catch up and improve!**

Classes taken on the quarter system move quickly; if you wait until you are behind, it will be difficult to catch up.

You probably need this class to transfer. Not doing work and/or not getting help early may endanger your transfer plans. Your transfer plans may be delayed if you don't pass Math 11.

- **PREPARE FOR EXAMS EARLY:**

Students who start studying several days early are more likely to succeed in this course. It takes a couple of nights of sleep for material you study to become set in your long-term memory. If you cram the day before, you may "blank out" when trying to answer exam questions, or may not recall it quickly enough to finish in time.

**Student Learning Outcome(s):**

\*Identify, evaluate, and utilize appropriate linear and probability optimization models and communicate results.

\*Compare, evaluate, judge, make informed decisions, and communicate results about various financial opportunities by applying the mathematical concepts and principles of the time value of money.