



Math 099 Syllabus Fall 2021

sections G and J, items 3661 and 3667

Instructor Information

Instructor: Jennifer Laveglia (say it like “La-vail-ya”)

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Office Hours: Mondays and Thursdays, 10:30am-11:20am [online in Zoom](#) (<https://bellevuecollege.zoom.us/j/81055387114?pwd=K2xkeklxQ3NHWmdlY3hmNU5iUW9MZz09>); available other days/times in Zoom by appointment (see Canvas Calendar for times each week)

Online office: Office Hour appointments for individual consultation available each week are in my [online office in Zoom](#) (<https://bellevuecollege.zoom.us/j/4545350802>)

You can make an appointment to meet with me at another time, if the scheduled office hours don't work for you. Just send me an email and we'll set something up!

Course Information

Technology, Text, and Materials Required

As stated in the quarterly class schedule online, “This is a mostly asynchronous online class, which means all course materials are available online. There is a set schedule and specified due dates for all coursework.”

Required Technology:

1. Students take online courses using a wide range of devices, from desktop and laptop computers to smartphones and tablets. You may choose to do your schoolwork on one or more of these—it's really about finding out which form of hardware best suits both your needs as a student and the requirements of the course. It's best if you use a computer, laptop, or an iPad with webcam and microphone (rather than a smart phone) for completing assignments in Canvas and ALEKS and communicating with your class in office hour study sessions.
2. Reliable, fast internet service away from campus, preferably at home (because libraries and campus computer labs may be closed for parts of this quarter).
3. Ability to scan/take pictures of completed hand-written work, save photo files as .pdfs, and upload these documents in Canvas.
4. Ability to download class materials and software as needed. One thing you'll definitely need is a free .jpg/.img converter like CamScanner, Genius Scan, or Microsoft Lens to turn photos of your hand-written work into a single .pdf file to upload on Canvas.

Text/Instructional Software: Intermediate Algebra, 5th edition, by Miller, O'Neill and Hyde, available as an ebook through the Canvas site, along with the ALEKS 360 instructional software. You have already purchased access to these materials when you paid your tuition for this course.

Calculator: A graphing calculator, such as a TI-84 series, is required for Math 099. All calculators with a computer algebra system (CAS) or that are capable of symbolic algebraic manipulation (for example: TI-89, TI-92, TI-nSpire CX CAS version) are not allowed on quizzes, the midterm tests, and the final exam. If you need to borrow a calculator for the quarter, you can request to check one out from the BC Library. Just email circulation@bellevuecollege.edu, and they will arrange a pick up from the campus.

Course Outcomes

[Math 099 Course Description and Outcomes](#)

Students enrolling in Math 099 are expected to have an extensive enough background in Beginning Algebra to have met the prerequisites listed for the course. Some topics that are covered in Math 099 are considered review, while others will be treated as new material. Math 099 has three major purposes: 1) to provide another opportunity to practice the mechanical techniques of algebra that you learned in previous algebra courses; 2) to extend some of these techniques (such as fractional exponents and completing the square) and introduce you to new ones (such as functions and logarithms); and 3) to provide you with additional experience with applications (yes, word problems!) and graphs along with algebraic techniques. Of the three, #3 is certainly the most profound, and in the long run, it will prove most useful to you. Specific topics include real numbers and exponents, linear equations, graphing lines, finding equations of lines, systems of equations, functions, exponential functions and logarithms, polynomial operations, factoring, rational expressions and equations, radical expressions and equations, and quadratic equations, graphs and applications.

How Outcomes Will Be Met

This course is being taught online and will include both online and offline activities in a student-centered learning environment. The ALEKS software is main place to practice the content of the course; it includes explanations and examples to help you learn each topic. There are also periodic knowledge checks as well as quizzes and tests within the ALEKS software. The eBook for this course is a great resource with videos and extra written practice problems. Our Canvas site will have discussions that promote understanding of the course material. Offline activities include additional written practice from the textbook and some written quizzes that you will work out on paper and then upload to the Canvas course site. Students are strongly encouraged to work the additional practice problems from the textbook, because written practice is instrumental for mastery and retention.

You are expected to “attend” class daily – that means checking the Canvas site for messages in your Inbox, using the resources in Modules that pertain to that day's material, and interacting on the open discussion board(s), and well as logging in to ALEKS and working on the topics available to you in the current objective.

A course “Pacing Calendar” for the quarter is located in the START HERE! Module in our Canvas course site, listing all due dates for assignments in ALEKS, as well as the dates of the Quizzes, Midterm Tests, and Final Exam. It may be helpful to print this out for your work area to help keep you focused on assignments and “on pace” with the course material. It is so very important that you **stay on schedule** throughout the quarter, so please consult this calendar regularly. The Quizzes, Midterm Tests, and Final Exam will be available only in the time intervals/on the dates specified.

Math 099, though technically not a college-level course, moves at “college pace” through concepts that are very important for your future success in a college-level, algebra-intensive math course. Some of the topics will be review of material you have already seen; others will be new. This means **you should “budget” 2-3 hours per day for this course**, to learn and master topics in ALEKS, watch videos, practice written homework problems, and post in the discussions. I encourage you strongly to **be a savvy student and stay on schedule!** It will be very difficult to recover from getting behind in the course material. If you are struggling at any time GET HELP from your classmates, your instructor, online tutors. Do not wait a week or two, thinking it will get better later. **“Attend” class every day, do the assigned work, and ask lots of questions!**

“Live as if you were to die tomorrow. Learn as if you were to live forever.” – [Mohandas Karamchand Gandhi](#)

Grading

The graded components of this course are:

Time on ALEKS: Each student is expected to invest a minimum of 7 hours a week working in ALEKS, completing the objectives assigned to you for each chapter. If you invest fewer hours than is required in any week, you will be scored proportionally based on how many hours you did invest. Weeks will end on Sunday nights. So, as an example, the first week of the quarter will begin on Monday, September 27, at 12:00am and end on Sunday, October 3, at 11:59pm. Time on ALEKS comprises 3% of your course grade.

Discussion/Participation: We will use the Canvas discussion tool throughout the quarter to ask and answer questions about the math we’re learning and to have other conversations about learning math and reflecting on our progress. Some Discussions will require that you complete a specific task; others are less formal and you can post general questions or comments. Your lowest Chapter Discussion score will be dropped at the end of the quarter, and other discussions and assignments will also contribute to the Discussion/Participation portion of your grade (these “others” can not be dropped). All students are expected to engage in discussion boards and participation assignments, as they are specifically crafted to support your success in the course. Overall, Discussion/Participation comprises 12% of your course grade.

Objective Completion on ALEKS: ALEKS assigns topics for you to learn for each objective based on the results of your Initial Knowledge Check. ALEKS monitors your

progress in mastering these topics and will report the percent of the objective completed by the due date. Once the due date passes, you will no longer have an opportunity to add points to your grade for that particular chapter, so it is important to **stay on schedule**. Each objective is a chapter or part of a chapter from your textbook. It should be your goal to complete 100% of the topics in each objective. There are 12 objectives, weighted equally, comprising 9% of your course grade.

Quizzes: There are six quizzes this quarter to be completed in a specified time interval, and the dates are posted on the course calendar. These quizzes are created by your instructor and are taken online in ALEKS or submitted online in Canvas. There will be more information posted about the quizzes as they approach, including the specific topics that will be included on each quiz.

These quizzes should be taken without the aid of your textbook, notes, or help from other people or websites, as your goal should be to prepare yourself to do well on your written midterm tests and written final exam later in the course. Uploading your work that shows your step-by-step process for solving the quiz questions is required for full credit on the quizzes you take at home. (A 5-10-minute check-in meeting on Zoom may be required to clarify discrepancies between the work shown in uploaded scans and answers submitted in ALEKS. Using external websites or other sources for help during the quizzes is considered cheating and will be addressed according to campus policy and the Student Code.) The six quizzes are weighted equally and together comprise 12% of your grade for the quarter.

Midterm Tests and Final Exam: This class will have proctored exams on campus. From the quarterly class schedule: *“Students will be required to attend on-campus, in-person proctoring sessions for the midterm tests on October 20 and November 19, for 90 minutes between the hours of 12pm and 7pm. Students will be required to attend an on-campus, in-person final exam proctoring session for the final exam on December 15 for 2 hours between the hours of 12pm and 7pm.”* Each midterm test is worth 19% of your course grade; the final exam is worth 26% of your course grade. The final exam is required of all students; a student who does not take the final exam will earn an F grade for the quarter.

In summary, the values of the graded components are:

Category	Percentage of the Course Grade	Comments
Time on ALEKS	3%	
Discussion/Participation	12%	This category may include other types of assignments.
Objective Completion	9%	12 objectives, weighted equally
Quizzes	12%	6 quizzes, weighted equally
Midterm Tests	38%	2 tests, weighted equally
Final Exam	26%	
Total	100%	

Course letter grades will be assigned according to:

92.6% and above → A	79.6%–82.5% → B–	66.6%–69.5% → D+
89.6%–92.5% → A–	76.6%–79.5% → C+	59.6%–66.5% → D
86.6%–89.5% → B+	72.6%–76.5% → C	59.5% and below → F
82.6%–86.5% → B	69.6%–72.5% → C–	

The College Grading Policy is explained in the current Course Catalog and can also be found at this link: [Grading Policy](#) Please note that....

“A” GRADES INDICATE “OUTSTANDING” ACHIEVEMENT

The “A” student

- demonstrates consistent mastery of learning outcomes for the course;
- demonstrates ability to interpret, integrate, and apply learning outcomes beyond the context of the course through application of critical and creative thinking skills;
- completes work/assignments that consistently exceed requirements and that interpret and apply objectives in new, unique, or creative ways;
- demonstrates consistent leadership in class participation activities.

As you might expect, I encourage you to strive for an “A”!!! ;-)

“We are all in the process of becoming.” – [Audre Lorde](#)

Help with Canvas

Students can find a general help menu for BC technology such as email and Canvas by following the link here: [Student Canvas Help](#). There is also a page in the START HERE! Module called Resources for Canvas Help that has many helpful links for success with Canvas and online learning.

This link outlines Canvas training options for students: [Canvas Training for Students](#). If you are new to using Canvas and/or new to taking an online course, I strongly recommend that you take the online Canvas workshop at the beginning of this quarter.

**A note about accessing Canvas from the People’s Republic of China: some users have reported that they do not have full access to all Canvas functionality from within the People’s Republic of China. This appears to be due to Canvas’ parent company, Instructure, not fully committing to Chinese government requirements regarding internet operations within the country. The Chinese government does not inform foreign entities of their policy updates; therefore, Bellevue College cannot anticipate access to Canvas. If you will be in China during the quarter, you should prepare for intermittent and uncertain access to Canvas.

Source: [Access to Canvas in China](https://support.canvas.fsu.edu/kb/article/1157-access-to-canvas-in-china/) (https://support.canvas.fsu.edu/kb/article/1157-access-to-canvas-in-china/)

“Classroom” Learning Atmosphere

Instructor’s Expectations of Students

- I expect that my students prepare thoroughly for class “sessions” and assignments, log in to Canvas and ALEKS regularly (daily is ideal), submit work on time, and participate fully and constructively in course discussions.
- I expect that my students treat everyone in the class with consideration and respect (see “Netiquette” below). Students are expected to follow rules that ensure academic integrity during online quizzes.
- Please read the academic regulations in your course catalog regarding withdrawals and see the applicable dates in the calendar provided to you, as I expect my students are aware of calendar entries for this online course!
- Later in the quarter, I expect my students to provide accurate and constructive feedback on the course format and methodology that will help me as I teach this course and material in the future.
- Have the appropriate technology with you when you log in to work on math! If you don’t yet have a graphing calculator, you will need to purchase, rent, or borrow one for the quarter. Consider using pencil for written work and a ruler, too, when appropriate.
- I expect that students who are confused or would like clarification about something reach out for that help or information. It is so very important to ask questions! You can do this by posting in the Discussions, “seeing” me during my office hour, or sending me a message via the Inbox. We can arrange a different time to meet electronically if scheduled office hours do not work for you. Please use me and your classmates as the resources we are meant to be!
 - If you’d rather not use classmates and your instructor to ask a question, know your alternative resources! The Math Lab is available virtually during this time of all remote learning. Drop in tutoring is available via Microsoft Teams, and the [Math Lab site](#) has posted a guide for accessing the Math Lab Online, as well as a video to show you how to get in touch with a tutor. Drop in tutoring is available 8:00am-8:00pm Monday through Thursday, and 8:00am-3:30pm on Friday, and 11:00-4:00 on Saturday and Sunday. It is also possible to [schedule a 30-minute appointment](#) with a BC Math tutor.
 - The Academic Success Center also offers [online tutoring](#) through a consortium service. This service provides online tutoring on a completely different schedule than BC’s Math Lab’s online tutoring, so it may be available for you when BC’s math tutors are not.
 - I also encourage you to form study groups with classmates, as they can be very helpful resources, too.
- Bellevue College is a vaccinated campus; all faculty, staff, and students are required to complete the BC Vaccination Attestation by October 4th, 2021. Students, including those in online classes, must be fully vaccinated by November 5th unless they’ve been granted a medical or religious exemption. More details can be found on our [Covid-19 Resources](#) page (<https://www.bellevuecollege.edu/covid19/>).

“Netiquette” (Courtesy Expectations)

Students are expected to conduct all online conversations in a mature, professional manner. This class is conducted online, yet I expect you to be as courteous and respectful to me and to your classmates as you would be in person in a classroom setting. Emails and discussion board posts cannot be "taken back" (though when apologies are appropriate, you should make them). So, please write all of your correspondence with care and courtesy; don't send emails or posts that you might later regret -- in terms of content, words, and tone. Good tests are: Would I say that face-to-face, in exactly those words, to my professor or a classmate that I don't know well? How would I react if I were on the receiving end? (Also keep in mind that even if you're thick-skinned, many of your classmates are not, and they shouldn't have to be -- nor should I.) Another good rule of thumb: Before sending something, write it up, save it, go away for an hour or more, then re-read it before posting. I reserve the right to take strong disciplinary action for improper behavior (rude, mean, discriminatory, etc.); violations will be reported to the Student Conduct Officer.

What You Can Expect from Your Instructor

- The course outcomes for Math 099 will be addressed, through careful planning of objectives on ALEKS, supplementary materials in the Modules, and planned assessments.
- I will cultivate a community of cooperation and engagement to encourage and motivate you to succeed in the course and be prepared for your next math class!
- I tend to reach out proactively and individually to address issues with late or missing work, decreased engagement, or low performance on assessments. If my efforts don't get a response, I may enlist the support from Early Alert for Academic Support. If you receive Early Alert outreach, you are NOT in trouble! We are reaching out because we care about you and your success and are here to help.
- I generally respond to inquiries within one business day, typically within a few hours if during regular business hours. I usually take weekends and holidays “off” and reserve the right to respond only to emergencies on such days.
- Due dates and assignment guidelines will be outlined clearly and adhered to.
- Your assignments will be graded promptly, and Grades in Canvas will be updated regularly.
- You can expect that I am a valuable resource! I have great advice about college survival and BC's math courses, and I can explain algebra concepts, too. ;-) I hope you use my office hours as they are intended – to support students.

“Nothing ever goes away until it has taught us what we need to know.” – [Pema Chödrön](#)

Accessibility

The online elements of this course are designed to be welcoming to, accessible to, and usable by everyone, including students who are English-language learners, have a variety of learning styles, have learning challenges, or are new to online learning. Be sure to let me know immediately if you encounter a required element or resource in the course that is not accessible to you. Also, let me know of changes I can make to the course so that it is more welcoming to, accessible to, or usable by students who take this course in the future.

Institutional Commitment to Inclusion

Bellevue College affirms the diversity of human identities and experiences, and in order to maintain an intentionally inclusive environment, Bellevue College will:

- Ensure honest, fair, and ethical behavior;
- Distribute resources and services to increase access and participation;
- Create safer spaces, free from harassment and discrimination; and
- Foster meaningful dialogue that facilitates dignity, respect, understanding and transformation.

[Institutional Commitment to Inclusion](https://www.bellevuecollege.edu/policies/id-4000/) (https://www.bellevuecollege.edu/policies/id-4000/)

Furthermore, Bellevue College rejects all forms of racism, homophobia, sexism, xenophobia, religious intolerance, classism, ableism, ageism, language bias, and hate speech or actions that attempt to silence, threaten, or degrade others. In classroom settings, we might disagree with views shared in the classroom; however, courteous and respectful behavior and responses are always expected. When providing criticism, it is important to focus on the ideas and not the person.

Faculty are encouraged to disrupt and address hate speech and behaviors. Students are encouraged to speak up and advocate when they experience or witness hate speech and behaviors. Faculty, staff, and students also are encouraged to [submit a report to the CARE Team](https://www.bellevuecollege.edu/reportconcerns/) regarding any concerns of discrimination, harassment, or inappropriate and disrespectful conduct. (https://www.bellevuecollege.edu/reportconcerns/)

Land Acknowledgement

We pause to acknowledge that Bellevue College resides on the traditional and occupied land of the Coast Salish Peoples – past, present, and future – that includes but is not limited to: **Snoqualmie, Suquamish, Duwamish, Nisqually, Tulalip, and Muckleshoot (Smulkamish, Stkamish, Skopamish, and Upper Puyallup)** Peoples past and present. (See [Native Land interactive map](#).) We honor their connection to the region, pay respect to Coast Salish Elders past and present, and stand in solidarity through their struggles with continued systemic oppression. We commit to care for the land and water, and center equity at the core of our (un)learning.

Labor Acknowledgement

We also pause to recognize and acknowledge the labor upon which our country, state, and institution are built. We remember that our country is built on the labor of enslaved people who were kidnapped and brought to the US from the African continent and

recognize the continued contribution of their survivors. We also acknowledge all immigrant labor including voluntary, involuntary, trafficked, forced, and undocumented peoples who contributed to the building of the country and continue to serve within our labor force. We acknowledge all unpaid care-giving labor. Finally, we acknowledge that our institution relies on hourly, student, contingent, and unpaid labor and we recognize those contributions.

Reasons of Faith and Conscience

Reasonable Accommodations for Reasons of Faith and Conscience: Students who will be absent from course activities due to reasons of faith or conscience may seek reasonable accommodations so that grades are not impacted. Such requests must be made in the first two weeks of the course to the Office of the Vice President of Student Affairs (see Bellevue College [Policy 2950](https://www.bellevuecollege.edu/policies/id2950/) (https://www.bellevuecollege.edu/policies/id2950/)). In the event you feel you are being discriminated against based on faith or conscience, you may refer to the procedures outlined in the college's [Discrimination, Harassment and Retaliation Policy 1440P](https://www.bellevuecollege.edu/policies/id-1440p/) (https://www.bellevuecollege.edu/policies/id-1440p/).

Annual Notice Non-Discrimination

Bellevue College does not discriminate on the basis of race or ethnicity; creed; color; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; or veteran status in educational programs and activities which it operates. Bellevue College is prohibited from discriminating in such a manner by college policy and by state and federal law. All college personnel and persons, vendors, and organizations with whom the college does business are required to comply with applicable federal and state statutes and regulations designed to promote affirmative action and equal opportunity. [Equal Opportunity](http://www.bellevuecollege.edu/equal/) (http://www.bellevuecollege.edu/equal/)

Bellevue College no discrimina por motivos de raza u origen étnico, credo, color, origen nacional, sexo, estado civil, orientación sexual, edad, religión, información genética, presencia de cualquier discapacidad sensorial, mental o física o condición de veterano en sus programas educativos ni en las actividades que administra. De acuerdo con políticas de la universidad y de leyes estatales y federales, Bellevue College tiene prohibido incurrir en tales actos de discriminación. Todo el personal y las personas que hacen vida en la institución, los proveedores y las organizaciones con las cuales trabaja Bellevue College deben acatar los estatutos y normativas federales y estatales vigentes creados con el fin de promover la discriminación positiva y la igualdad de oportunidades.

贝尔维学院 (Bellevue College) 不会因种族或民族、信仰、肤色、国籍、性别、婚姻状况、性取向、年龄、宗教、遗传信息，患有任何感官、精神或肢体残疾，或在其经营的教育计划和活动中的退伍军人身份而歧视任何人。根据学院政策以及州政府和联邦法律，禁止贝尔维学院 (Bellevue College) 以这种方式歧视他人。所有与学院开展业务的学院工作

人员和个人、供应商，以及组织机构，都必须遵守旨在促进平权行动和平等机会所适用的联邦和州政府法规和条例。

(Bellevue College) 는 운영하는 교육 프로그램 및 활동에서 인종 또는 민족, 신념, 피부색, 국적, 성별, 결혼 여부, 성 지향성, 나이, 종교, 유전 정보, 신체 감각 상실 여부, 정신적 또는 신체적 장애 여부 또는 참전 용사 지위에 따라 차별하지 않습니다. 학교 규정, 주 법 및 연방 법에 따라 (Bellevue College) 는 이러한 사유로 차별할 수 없습니다. 모든 대학 관계자 및 대학과 사업 관계를 맺고 있는 모든 사람, 판매자, 조직은 소수자 우대 정책 및 평등한 기회의 증진을 위해 고안된 해당 연방 및 주 정부의 법률 및 규제를 준수해야 합니다.

Confidentiality and Mandatory Reporting

As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep information you share private to the greatest extent possible. However, I am required to share with the Title IX Coordinator any and all information regarding sexual assault and other forms of sexual misconduct (e.g. relationship violence, stalking) that may have occurred on campus or that impacts someone on campus. Students may speak to someone confidentially by contacting the BC Counseling Center at (425) 564-2212. The Title IX Office can be contacted at 425-564-2641 and more information can be found at [Title IX \(http://www.bellevuecollege.edu/titleix/\)](http://www.bellevuecollege.edu/titleix/).

If you have any concerns, you may report to: [Report Concerns \(https://www.bellevuecollege.edu/reportconcerns/\)](https://www.bellevuecollege.edu/reportconcerns/).

Student Conduct Code and Academic Integrity

Any act of academic dishonesty, including cheating, plagiarism (using the ideas or words of another as one's own without crediting the source), and fabrication, and inappropriate/disruptive classroom behavior are violations of the Student Conduct Code of Bellevue College. Examples of disruptive behavior include, but are not limited to, talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones to ring during class meetings, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Conduct Code to the Manager of Student Conduct for investigation. Specific student rights, responsibilities, and appeal procedures are listed in the Student Conduct Code at: [Student Code \(http://www.bellevuecollege.edu/policies/id-2050/\)](http://www.bellevuecollege.edu/policies/id-2050/).

Science Division Policy on Cheating

You, the student, are expected to conduct yourself with integrity. If you cheat, or aid someone else in cheating, you violate a trust. Cheating includes, but is not limited to,

copying answers on tests or assignments, glancing at nearby test papers, swapping papers, stealing, plagiarizing, lying, use of electronic information storage or communication devices to store or share answers, and illicitly giving or receiving help on exams or assignments. If you cheat, the following actions will be taken:

1. You will receive a grade of "0" on the work (exam, assignment, lab, quiz, etc.) where the cheating occurred. This grade cannot be dropped.
2. A report of the incident will be sent to the Student Conduct Officer, who may file the report in your permanent record or take further disciplinary action such as suspension or expulsion for college.

If you feel you have been unfairly accused of cheating, you may appeal. (For a description of due process, see WAC 132H – 125.)

Disability Resource Center (DRC)

The Disability Resource Center serves students with disabilities. Common disabilities include physical, neurological (e.g. Autism, ADD/ADHD), and mental health (e.g. depression, anxiety). If you are a student who has a disability or if you think you may need accommodations in order to have equal access in your classes, programs, activities, and any other services, please contact the DRC.

If you require assistance in an emergency, please meet with your individual instructors to develop a safety plan for while in class and contact the DRC to develop a safety plan for while you are elsewhere on campus.

The DRC office is located in building U Room 001. You can contact the DRC by stopping by the office at U001, calling our front desk phone number (425) 564-2498, emailing drc@bellevuecollege.edu. Deaf students can reach us by calling TTY: (425) 564-6189, or by Skype (account name **DRCatBC**). For more information about the services we offer, including our Initial Access Application, visit our website at [Disability Resource Center](http://www.bellevuecollege.edu/drc). (<http://www.bellevuecollege.edu/drc>)

Service Animals are allowed in this classroom. Emotional Support Animals need to be approved through the DRC. All other animals will be asked to leave. If you believe you need your animal with you, please connect with the DRC and refrain from bringing your animal until a decision has been made.

Academic Calendar

The Bellevue College [Academic/Student Central Calendar](http://www.bellevuecollege.edu/studentcentral/calendar) (<http://www.bellevuecollege.edu/studentcentral/calendar>) provides information about holidays, closures, and important enrollment dates such as when tuition is due and the last days for refunds and withdrawing.

Final Exam Schedule

Our Math 099 final exam is scheduled for Wednesday, December 15th. Students will come to campus to take the final exam in a 2-hour period between 12pm and 7pm. In

the case that there is an emergency (weather, earthquake) during finals, check the Canvas site for information about how we will wrap up the quarter.

Public Safety and Emergencies

Public Safety is located in the B building (B132) and can be reached at 425-564-2400 (easy to remember because it is the only office on campus open 24 hours a day—2400). After hours phone number is 425-466-9365. Among other things, Public Safety serves as our Parking Permits, Lost and Found, and Emergency Notification center. Please ensure you are signed up to receive alerts through our campus alerting system by registering at [RAVE Alert Registration](#).

Please do not hesitate to call Public Safety if you have safety questions or concerns at any time. You may also visit the [Public Safety web page](#) (<https://www.bellevuecollege.edu/publicsafety/>) for answers to your questions.

“Learning is not attained by chance; it must be sought for with ardor and attended to with diligence.” – [Abigail Adams](#)

Advice for Success

Former Math 099 students who have successfully completed this course in the online format have offered the following advice to future students of this online course:

“My advice for taking an online math course, is to be prepared. Print out the calendar, and put it up somewhere you see it everyday. Even tho everything is online take the time to write out and work out the problem on a piece of paper, these were great to use as a study sheet to remind me of all the questions I’ve worked through and the steps. I would use those sheets right before tests, and just seeing them helped me remember! Good luck and don’t procrastinate and leave your [required weekly] hours for the end! Anything can happen! And you’ll be sorry you waited!” – C.C.

“I think for Math 99 online class I can come up with two important suggestions. First one is students should/must do the review of study before quizzes/exam. I used to not care about the review when I studied math, because I thought I learned it once and I should know how to do it. But the fact is you can not memorize all the things you learned, so you need to review before you take the test. And the second point I want to mention is not afraid to make mistake and be willing to ask questions. The night before the final test, I took 2 hours to ask my friend for every knowledge points I was confused at that time, and I can make sure that it helped me a lot that resulted in the good score I got for the final test. Students can ask their instructor, family, friend or find a tutor. All in all, I think if you really put a good effort in the study, you will succeed as long as you follow the instruction.” – Y.L.

“The best advice I have is to do the written practice over and over again, even if you feel like you aren't getting it yet. I felt stuck so many times only to have the fifth or sixth (or

tenth) practice problem finally unlock something in my understanding. And I would do everything in my power to stay up to date on the assignments. Falling behind is disastrous since so much of the material relies on you having a solid understanding moving forward.” – S.C.

*“I think the best advice I could give is to make sure you’re doing work on Aleks everyday and taking notes. Repeating the math problems over and over is really how I started to understand. Also, I think the math lab is great if you have time to get a tutor if needed.”
– M.M.*

I hope you find this course worthwhile and enjoyable. Now let’s get going on ALEKS and learn some MATH!!! ;-)

--Jennifer