

Welcome to Section LN09 of MATH-1100 (Intermediate Algebra) at Southeast Community College in the Fall semester of 2026.

### Contact information

Instructor: Toby Bartels, PhD.

Canvas page (where you must log in): <https://mycourses.southeast.edu/courses/62222/>.

Permanent web page (in case Canvas is down or closed): <https://TobyBartels.name/MATH-1100/2026FA/>.

Email: [TBartels@Southeast.edu](mailto:TBartels@Southeast.edu).

Voice mail: 1-402-323-3452.

Text messages: 1-402-805-3021.

Class hours: Tuesdays and Thursdays from 2:30 PM to 3:50 in LNK 035.

Final Exam: December 10 Thursday from 2:30 PM to 4:10 in LNK 035 (or by appointment).

Office hours:

- on Mondays, Wednesdays, and Fridays from 11:00 to 11:50,
- on Tuesdays and Thursdays from 1:00 PM to 1:50, and
- by appointment,

in LNK 040C and over Zoom meeting 610-024-2876.

### Attendance

You should come to class to take part in the discussion. There's a new topic (or a quiz) every day; either way, you don't want to miss it! If you miss class, then you can send me a message, and I'll make sure that you know what the assignments are and get any extra information from that day.

If I'm unable to teach class some day, then I'll arrange a substitute if there's enough time. If I can't arrange that, then I'll post an Announcement through Canvas and adjust dates of assignments to give us a chance to catch up. This also applies if the school is unexpectedly closed some day (as for bad weather).

If you fail the class, then I must report your last date of attendance; if this is too early, then this can affect your financial aid. If you don't attend at all by August 27 Thursday, then you'll be automatically dropped from the class at the worst possible time (when you'll already have to pay for it but almost certainly won't get financial aid for it). On the other hand, if you decide to drop the class after you start, then you'll need to fill out a Withdrawal form to do that. (But check with the financial aid office before you drop; sometimes it's best not to drop at all, especially if you're going to take the class again and pass it.)

### Assignments

Here are the assignments that contribute to your grade, with their frequencies and percentage of the final grade:

- Reading Homework, graded for correctness with partial credit and late corrections allowed: about 20 assignments, all counted, 20% total;
- Problem Sets, graded for completeness with late corrections allowed: about 21 assignments, all counted, 20% total;
- Quizzes, graded for correctness with partial credit and *no* corrections: 7 assignments, top 6 counted, 40% total;
- Final Exam, graded for correctness with *no* partial credit and *no* corrections: 20%.

You can see your grade, as far as I have it calculated at any given time, by logging into the Canvas site.

Nearly every class day, there's a Lesson with assigned reading that you should do before class. This reading comes from the official textbook, some videos, and outside reading on public websites; all of this is available through the Canvas page (and all of it except the textbook is available from my webpage). We go over the material that day through in-class discussion and worked problems; you should attend every day to take part in that.

I also assign a few Reading Homework exercises due with each Lesson, which you should write by hand on paper and submit either in class or through Canvas (or by email or attached to a text message). You can get any help you want on the Reading Homework, but you must *write your own answers* in the end. I encourage you to write this in the form of complete statements that you can refer back to later, as this is designed to be stuff that you ought to have in your notes. The Reading Homework can be a collaborative process, where you make a submission, I critique it, and you make a new submission, until you have everything correct. Don't settle for less than a perfect score on this!

Each Lesson also has a Problem Set through the textbook on Pearson MyLab, which you can complete online outside of class. If you opt out of the online textbook, then you can get the list of exercises from my website and turn in your Problem Set through email or on paper (but then you'll get less feedback). You can get any help you want on the Problem Sets, but they're designed to provide you with practice to prepare you for the tests, so don't just be satisfied with a correct answer; practise them until you can do similar problems on your own!

About every other week (for a total of seven times), there's a Quiz (or unit test). We'll have time to review before the Quiz. These Quizzes are based closely on the Problem Sets. On Quizzes, you're required to show your work; make sure that you read the instructions and follow them! To get as much credit as possible, it's good to explain your answers as clearly as you can, even when the instructions don't require as much. You may use your notes, so prepare those before the Quiz. (But you may not use your textbook, my notes, or anything else not written by you.)

Finally, there's a comprehensive Final Exam on December 10 Thursday, in the usual classroom but from 2:30 PM to 4:10 (so extending the usual time). To speed up grading at the end of the term, this exam is multiple choice and filling in blanks, with no partial credit. For the Final Exam, you may use *one sheet of notes* that you wrote yourself, so think about what you want to put on that throughout the course, and prepare it the week before the Final Exam. I have a Practice Exam, and the last couple of days of class are devoted to review.

I don't enforce due dates any more than I have to. Every assignment still has a due date, and you should try to meet it; otherwise, you've fallen behind and need to catch up. But if you don't meet it, you can always get an extension, no excuse necessary; for most assignments, you don't even have to ask for one, but you do need to arrange extensions for the Quizzes. (Once I grade and return a Quiz, it's too late to make it up.) There's one exception to these extensions: the end of the term is December 11 Friday, so I might not be able to accept submissions after that day. If you can't make this deadline, then you'll have to get an Incomplete, which requires documentation of an appropriate excuse.

## Academic integrity

I assume that you are here to learn some math, and I intend to treat you accordingly. I rely on your honor not to cheat. If you have any questions about what is or isn't allowed, please ask me.

To answer the Reading Homework, you should start with the reading for that lesson; but if that's not enough, then you can get any help you like (your notes, other students, other books, tutors, friends, websites, discussion groups, chatbots, etc). The point is that you should think about and know the answers to these questions. So don't simply copy-paste the answers; they need to go through your mind and out your hands, so *write them yourself*. (And do think about whether your source is correct, because every aid that I listed above can be wrong.)

On the Problem Sets, you can again get any help you like, but start with the help that MyLab provides (like showing you an example). Just keep in mind that you need to learn how to do the problems (and not just write down answers given to you by somebody or something else), because you want to prepare for the Quizzes (and maybe future courses or jobs). Of course, you can also ask me for help.

You're *not* allowed to get outside help when taking the Quizzes! However, you can use a self-contained calculator (not online) and any notes that *you wrote yourself*. On the Quizzes, you're required to *show your work*; if you convince me that you know what you're doing, then you'll get some credit even if the final answer is wrong, but if you just pull an answer out of thin air, then you won't.

The Final Exam is required to be proctored as a matter of college policy. If you can't take it in class as scheduled, then you must schedule a time to take it in the Testing Center, with me (preferably during my office hours), or with an outside proctoring service (such as ProctorU, with which SCC has a contract

for a reduced fee). Like with the Quizzes, you can use a calculator but no outside help, and (unlike with the Quizzes) you can use **one sheet of notes**. This must be on paper written by you, not by anybody or anything else.

## Schedule

On the first day of class (August 18 Tuesday), I discuss the administrative aspects of the course. If you miss this day, then you shouldn't suffer too much for it, but you'll want to get the administrative information. The first assignments are due on the next class day (August 20 Thursday), and the course moves along pretty quickly after that.

The official textbook is the 4th Edition of *Elementary and Intermediate Algebra* by Sullivan et al published by Pearson, which you get automatically unless you opt out. In addition to Section 1.1 (which is not about math) and a quick review of Chapter 6, we cover most of Chapters 7 through 10, *except* for Sections 8.5, 8.8, 9.7, 10.4, 10.6, and 10.7. Here's the complete list of covered sections: 1.1, 7.1–7.8, 8.1–8.6, 8.7, 9.1–9.6, 9.8, 9.9, 10.1–10.3, 10.5; but we go through some of these out of order.

For the (possibly updated) schedule of specific dates for each Lesson, check the assignments on Canvas. Quizzes are about every other week, with the first one on September 8 Tuesday. There's no school on September 7 Monday, October 12&13, or November 25–29, so we have no class on October 13 Tuesday or November 26 Thursday. The last day to drop the course with a full refund is August 25 Tuesday; the last day to drop at all is November 11 Wednesday. Our last regular day of class is December 3 Thursday, but there's also a comprehensive Final Exam on December 10 Thursday from 2:30 PM to 4:10. On Self-Service, your midterm grade estimates should be available by October 15 Thursday, and your final grades will be available by December 15 Tuesday.

You should expect to spend about 9–12 hours each week on this class. This includes about 3 hours in class each week, plus about 6–9 hours outside of class for reading, assignments, and review.