A COPY OF THE SYLLABUS MAY BE DOWNLOADED FROM THE INSTRUCTOR’S WEBSITE AT http://faculty.rcc.edu/honore

ON A SCANTRON ANSWER SHEET, FILL IN THE LETTER OF THE CHOICE THAT BEST COMPLETES THE STATEMENT OR ANSWERS THE QUESTION

1. The syllabus is important because
   a. it is an informal contract between the instructor and the student
   b. it provides vital information about the course
   c. it provides a schedule of activities and assignments
   d. all of these choices are correct

2. You should read the syllabus and assignment sheet
   a. once
   b. carefully and regularly
   c. never
   d. only when the instructor quizzes you about it

3. The professor’s office hours and contact information can be found on
   a. page one of the syllabus
   b. the instructor’s website
   c. the instructor’s office door
   d. all of these choices are correct

4. The instructor’s website (http://faculty.rcc.edu/honore) provides access to the
   a. Homework Manager handout
   b. Homework Manager website
   c. Business Math handout
   d. all of these choices are correct

5. Which of the following is required for this course
   a. the textbook
   b. Homework Manager
   c. a calculator
   d. all of these choices are correct

6. You should obtain the required course materials
   a. before classes begin
   b. after the first class
   c. when it is convenient
   d. never

7. A thoughtful student
   a. tries to look up information first, before asking questions
   b. turns off all beepers, cell phones, and watch alarms that make noise before coming into class
   c. waits until class has been dismissed before gathering his/her belongings
   d. all of these choices are correct

8. Reading assignments should be completed
   a. before the related lecture
   b. after the related lecture
   c. when it is convenient
   d. never
9. If you have a physical, psychiatric/emotional, medical or learning disability that may affect your ability to carry out assigned course work, you should contact the staff in Disabled Student Services to determine what accommodations may be necessary and appropriate
   a. true
   b. false

10. Your grade in this course will be based on
   a. exams
   b. homework
   c. internet assignment
   d. all of these choices are correct

11. Makeup exams
   a. are allowed if you make arrangements before the exam
   b. are subject to a grade penalty
   c. are not allowed when poor time management prevents you from being ready for the exam
   d. all of these choices are correct

12. Exam review is an important learning and diagnostic tool
   a. true
   b. false

13. Most of the homework must be submitted through Homework Manager
   a. true
   b. false

14. Summary Practice Tests must be completed on the text End-of-Chapter Problem pages (copies are acceptable)
   a. true
   b. false

15. Late homework
   a. will not be accepted after the exam for the related chapter
   b. is subject to a grade penalty
   c. both (a) and (b) are correct
   d. is always accepted

16. A student violating academic integrity standards may have a test or assignment score reduced, have the course grade reduced, fail the course, or be suspended from the course
   a. true
   b. false

17. The tentative schedule
   a. provides the Homework Manager website
   b. lists homework assignments and due dates
   c. is subject to modification and revision depending on the needs of the class
   d. all of these choices are correct