

Fall 2016 – College Math Preparation Level 1: Pre-Algebra

MATH 210.03 – CRN 01596

Instructor: Lisa Mesh

email: meshlisa@fhda.edu [Best way to contact me is via email!]

Phone: 704-756-2264 [Message me if you have an urgent issue.]

Office Hours / Location:

- Monday through Friday (M/T/W/R/F) 9:30 - 10:30am in Math, Science & Technology Resource Center (S-43)
- Additional hours by appointment

Class Time/Location:

Math 210.03 will meet at 8:30-9:20am MTWRF in MCC-12

Student Learning Outcomes:

- Demonstrate and apply a systematic and logical approach to solving arithmetic and geometric problems.
- Demonstrate and apply the knowledge and skills required to select the correct introductory formulas, procedures, and concepts from algebra and geometry and use them to solve problems.

Course Outline of Required Topics: <http://ecms.deanza.edu/outlineprogresspublic.html?catalogID=2465>

English Advisory:

English Writing 211 and Reading 211 (or Language Arts 211), or ESL-272 & 273. Although this is a Math course, English reading comprehension and writing skills are very important in Math 210.

Course Description:


The goal of this course is to think logically and orderly like a mathematician. You will be organizing information, looking for patterns, making decisions, mastering basic skills and communicating your results in writing. We will cover properties of the number system, basic algebraic equations, geometric applications, graphing and functions.

Word problems and practical applications will be stressed heavily throughout the course. Although Pre-Algebra is a Mathematics course, English reading comprehension and English writing play a very important role in this course. Students will be asked to carefully explain their thinking and problem-solving strategies both verbally and in writing. It's really important that you understand math and can explain "why" as well as "what" you've done.

Classroom Conduct:

Human beings are not great at multitasking. Math requires singular focus. We will expect your full attention during lecture and class activities. Disruptive classroom behavior may include (but is not limited to) the following: talking when it does not relate to the discussion topic, sleeping, reading other material (e.g. newspapers, magazines, textbooks from other classes), eating or drinking, monopolizing discussion time, refusing to participate in classroom activities, texting, and engaging in any other activity not related to the classroom activity. Students who engage in disruptive classroom behavior will be warned by the instructor. If the disruptive behavior continues, students may be asked to leave the class, and may be eventually dropped from the course. You are expected to silence and put away your electronic devices.

Course Materials:

- Math 210 Worksheet Binder** (to be purchased from the DeAnza College bookstore)
 - You must bring your course note binder everyday to our class.
- WebAssign**
 - This is the online program we'll be using to complete homework assignments. It will cost approximately \$82 for online use and will include access to an ebook of our text (*Prealgebra: An Applied Approach, 6th ed.* by Aufmann and Lockwood)
 - If you choose not to do the online homework, you may submit it on paper, but you'll need to purchase a textbook to find the exercises.
 - Purchase WebAssign from the company's website (www.webassign.net).
 - WebAssign will allow you a 2-week free trial, if you choose to take it. After that 2-week trial, you will be required to pay for the ebook/webassign access.
 - Here's how you get access to WebAssign.
 - Go to <http://www.webassign.net>
 - Once on the site, click on  on top right portion of your screen.
 - After you click, enter the following data: class key **deanza 7652 9353**

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- Each assignment will have a specific due date and time (usually, the time will be one hour before class). You must complete the assignments by this date/time if you want credit.
- You can work on any homework, save/submit your work, stop, and come back and add to it or change it later, just remember to **SAVE YOUR WORK**. WebAssign will keep track of your progress for you. *When you've completed the assignment, you must click on the **Submit for Testing** button to get credit.*
- You can check your current homework scores by clicking on the **My Assignments** tab.
- You can return to any assignment and check the *Solution Key* after the due date/time for the assignment. Click **My Assignments** then click **Past Assignments**.
- If you have any further questions about homework, please ask me. Come to office hours or email me at meshlisa@fhda.edu or ask at the beginning of any class.

We'll have 19 homework assignments. *16 best homework scores are counted.*

- All homework will be due on dates indicated in WebAssign
- All homework must be submitted on time; **no late homework will be accepted.**

3. **Text: *Prealgebra: An Applied Approach, 6th ed.***, by Aufmann & Lockwood.

- You are not required to purchase the textbook
 - WebAssign (our homework platform) includes an ebook + homework exercises.
- Hardcopies of the textbook are available for purchase at the De Anza College Bookstore if you do choose to purchase one.

4. **Loose-leaf paper**

5. **Pencils**

6. **Two colored pens**

7. **Graph paper (specifically for chapter 6)**

Attendance:

This is a quick-paced, challenging course. It's strongly encouraged that you attend all classes, that you arrive on time, and that you stay through the entirety of each class. If you don't, you'll find it difficult to keep up and catch up.

- You **MUST** be in attendance of all classes during the first 2 weeks of this class to ensure that you are not dropped from the course.
- We'll take attendance each day.
 - *If you are absent more than 5 times during the quarter, you may be dropped from the class.*
 - Tardiness and leaving early without excuse will count as ½ day's absence.
- *If you choose not to complete the class, it's your responsibility to drop/withdraw by the college deadlines.*
 - If you stop attending, but don't withdraw, you may fail the course with a grade of F.
 - Check college schedule deadlines to confirm deadlines shown in this syllabus.
- If you miss a class after the first 2 weeks, catch up using several resources.
 - Get notes/catch up with another student.
 - First, read the textbook and/or notes for the missed material.
 - Secondly, get tutorial help.
 - After you've explored the first 2 pursuits, come to my office hours to get specific help if you have questions about the material.
- If you're **late for a class**, wait until after the class is over to get missed materials and sign the attendance sheet.
 - After the class is over, pick up any papers or handouts that you may have missed out on from the beginning of the class.
- If you have to leave a class early, let me know before we begin the class that day.

Grading Policy:

Grades for this class will be calculated based on a weighted average using the following components and weights.

| | |
|----------------------------------|-----|
| Class Participation & Group Work | 10% |
| Homework (best 16 of 20) | 15% |
| Quizzes (best 9 of 10) | 15% |
| Mid-Term Exams (3 @ 15% each) | 45% |
| Final Exam | 15% |

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Grading Scale:

Grading for this class won't use a curve. The following table shows the minimum percentage needed to guarantee the indicated grade.

| | | | | | | | | | | |
|----|--------------|--|----|-----------|--|----|-----------|--|---|-----------|
| A+ | At least 98% | | B+ | 88% - 89% | | C+ | 78% - 79% | | F | Under 60% |
| A | 92% - 97% | | B | 82% - 87% | | C | 70% - 77% | | | |
| A- | 90% - 91% | | B- | 80% - 81% | | D | 60% - 69% | | | |

Your grades will be available for your confidential review online at <http://www.jupitergrades.com>. Instructions for accessing grades will be provided during week 2 of class. This service is free to you.

College Schedule & Deadlines:

- Last day to **add** a class: 10/8 (Sat)
- Last day to **drop for full refund/credit**: 10/9 (Sun)
- Last day to **drop with no record of grade**: 10/9 (Sun)
- Last day to **request pass/no pass grade**: 10/14 (Fri)
- Last day to **drop with a "W" (withdraw)**: 11/11 (Fri)
- **Final Exams**: 12/10 – 12/16 (Sat – Fri)
 - Final for section 210.03 is **Wednesday, 12/14/15 at 7:00am – 9:00am**.

College Holidays (No Class):

- 11/11 (Fri) – Observance of Veterans' Day
- 11/24 – 11/27 (Thurs - Sun) – Thanksgiving Holiday

If you have additional questions, consult MyPortal/College Calendars online.

Class Participation/Group Work:

10% of your course grade will be based on daily class activities and participation. These points will be lost and cannot be made up if you are absent from class. This grade will include:

- Individual and group activity worksheets finished both in class and outside of class
- On-time attendance and being present for entire class period
- Coming to class prepared with all class materials
- Other items as announced in class

Homework:

Homework will be submitted and evaluated using WebAssign as noted above in **Course Materials** section above.

If you have homework questions, we'll try to answer them at the beginning of class (time permitting) or during office hours in the Math, Sciences & Technology Resource Center [located in S-43]. Homework help will also be available through other tutors in the Center during its open hours.

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*Note: All quizzes and exams are closed book unless otherwise announced.
You need to show all of your work in order to receive full credit.*

Quizzes:

We'll have 10 quizzes; 9 best quiz scores are counted. Quiz dates are scheduled after we cover each chapter on the attached initial calendar, but may change as we progress through the quarter. Keep up with adjustments via calendar and announcements posted on CourseStudio.

Quizzes will be timed and will last approximately 20 minutes. *After each quiz is completed, please plan to stay for remainder of class time.*

- No late or make-up quizzes will be given, but, as noted above, lowest score will be dropped.

Midterm Exams:

We will have 3 midterm exams through the quarter in addition to the final. Midterm exams will occur approximately every 3 weeks and will last 50 minutes.

- Each of the midterm exams will cover only the material since the previous test.
- Although tentative dates for these exams are posted on the course calendar (attached later in this document), we'll set each date firmly at least one week in advance.
- No late or make-up exams will be given. If you miss the exam, you'll earn a grade of 0.

Because the final is cumulative, your final exam score will replace your lowest midterm exam score, even if it your lowest exam score is a zero.

Final Exam: **Wednesday, 12/14 (7:00am-9:00am)**

The final exam will be 2 hours long, worth at least 15% of your final grade, and will be mandatory. It will be comprehensive and will include all material covered during the quarter.

- The final exam will cover material from the whole course.
- If English is a second language (ESL), a print (not electronic) English translation dictionary is allowed for exams/quizzes.

If you miss the final exam without contacting me (your instructor), you will receive a score of 0 on the Final Exam.

Academic Integrity:

Cheating and academic dishonesty aren't tolerated and can result in a grade of 0 or F for the assignment (quiz/exam/other assignment) or a grade of F for the course and referral to the Dean for academic discipline. Just don't do it. Any grade of 0 or F for dishonesty will be dropped and not replaced.

Cheating includes, but isn't limited to: copying from other students, permitting other students to copy from you, plagiarism, submitting work that isn't your own, using notes that don't meet permitted specifications, continuing to write/erase on an exam/quiz after permitted time has ended, changing your exam/quiz paper after it's been graded and then requesting a grading correction.

Accommodations for Students with Disabilities:

If you have questions about these services or your eligibility for support services or eligibility, contact one of the following resources:

- Disability Support Service (DSS): Student Services Building (408) 864-8753, TTY (408) 864-8748
- Educational Diagnostic Center (EDC): Learning Center West 110 (408) 864-8839
- Special Education Division: (408) 864-8407; www.deanza.edu/specialed

Please speak with me privately after class or during office hours regarding your accommodations. All exams scheduled out of the classroom must be scheduled for a time period that at least overlaps class hours. Exams will not be authorized for vastly different time periods.

Class Cancellation / Emergency:

If I need to cancel class or cannot attend, I'll e-mail you as soon as I can, using e-mail announcements via CourseStudio/MyPortal.

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 the date will be rescheduled to your next class meeting. If there are other changes, I'll announce them in the class after classes resume. Check the website and email; for notices/announcements.

In the event of an emergency during class that requires evacuation of the building, leave the class immediately, but calmly. In the event of an earthquake, take cover under your desk, making sure that your head is protected as best as possible. As soon as possible, evacuate the building. In the event of a local emergency not requiring evacuation, call 911 immediately.

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Expectations of Students:

- **Commit the time and don't fall behind**
 - Expect to spend *at least* 2 hours/day outside of class doing homework and reading material.
 - Practice and self-testing will help you identify questions and areas that you will want to get help with.
- **Participate**
 - Come to class
 - Submit homework on time
 - Ask questions and share thoughts in class.
- **Collaborate with other classmates**
 - We'll be working in groups.
 - Partner, teach, and learn from your colleagues.
 - Ask them questions and get their help if you miss a class.
 - *Form study groups* to help complete homework and address questions.
- **Use my office hours**
 - Come to office hours if you have any questions at all about course-related material.
- **If you don't understand a topic, get help soon. You have several options.**
 - Consult another classmate
 - Find a tutor in the Math, Science and Technology Resource Center [located in S-43]
 - Reference online videos
 - Use my office hours (Mon-Fri in S-43 @ 9:30-10:30a)

Thanks for reading this in detail. I'm really looking forward working together!