Casper College Course Syllabus

Course Number And Title: MATH 0900-01 Pre-Algebra Arithmetic
Semester / Year: Spring 2016
Lecture Hours: 4 Credit Hours: 4

Class Time: 11:00 – 11:50 a.m. Days: MTWTh Room: PS 107

Instructor’s Name: Nick DeSalvo e-mail: ndesalvo@caspercollege.edu

Instructor’s Contact Information: Office #: PS 127 Phone: (307) 268-2504

Office Hours:
Mondays: 10:00 – 10:50 a.m., 12:00 – 12:50 p.m.
Tuesdays: 10:00 – 10:50 a.m.
Wednesdays: 10:00 – 10:50 a.m.
Thursdays: 10:00 – 10:50 a.m. and 12:00 – 12:50 p.m.
Fridays: 9:00 – 9:50 a.m. and 10:00 – 10:50 a.m.
Other times may be available by appointment.

Course Description: The study of rational numbers, the operations of addition, subtraction, multiplication and division of same without a calculator; also includes the study of basic order of operations, unit conversion and percent problems, and linear equations.

Statement of Prerequisites: ACT composite math score of 18 or lower; or a COMPASS exam score in the Pre-Algebra placement domain below 45.

Goal: This class is designed to bring a student up to speed with the four basic operations of arithmetic, namely addition, subtraction, multiplication and division, of whole numbers, signed numbers, fractions, decimals and percents. Other topics included in this course are basic geometry, measurement, exponents and an introduction to algebra. Students will also develop oral and written communication skills in mathematics, problem solving skills, and confidence in their ability to use mathematics, specifically without the use of a calculator.

Outcomes: Use quantitative analytical skills to evaluate and process numerical data. Casper College may collect samples of student work demonstrating achievement of the above outcomes. Any personally identifying information will be removed from student work.

Course Objectives: Students should:
1. Be able to perform addition, subtraction, multiplication, and division with rational numbers including integers, without a calculator.
2. Be able to simplify arithmetic expressions using order of operations.
3. Be able to solve proportion problems.
4. Be able to convert units, both American and metric units.
5. Be able to solve percent problems.
**Methodology:** There will be homework assignments once or twice per week via MyMathLab (Pearson’s online class management system) outside of class time that will be part of your grade. We will also have periodic in-class quizzes, usually with no books, calculators, or notes allowed.

There will be four 100-point exams, again usually with no books, calculators, or notes allowed. Exams will always be announced ahead of time, but quizzes may not be.

My policy on taking an exam late: Everyone has one chance to take an exam late, as long as you call and leave a message telling me why you aren't able to take the test on time, and take the exam in the Test Proctoring Center before the graded exams are handed back to the rest of the class. This option is to be used only for illness, emergencies, etc., and I reserve the right to refuse to allow someone to take a test late for non-emergencies, even if it is your first time (not being ready does not qualify as an emergency!). If you haven't taken the exam by the time the rest of the class has received their graded exams (or if you have already used up your one chance to take an exam late), then your final exam score will be doubled to replace the missed exam. If you know ahead of time that you will be absent on the day of an exam, arrangements can sometimes be made to take the exam early. If you are involved in a sport or club that may cause you to miss class time, please let me know in advance. Information about the Test Proctoring Center will be provided.

If you are absent for two days or more (according to the Casper College catalog) due to accident, illness, etc., contact the dean of students and explain your reason. Your instructors will then receive a notice explaining your absence.

The comprehensive final exam will be worth 100 points and everyone must take it. If your final exam score is higher than your lowest exam, I will double your final exam score and drop your lowest exam. If your final exam score is your lowest score, I will not double it. In other words, the final exam is worth either 100 points or 200 points, depending on how well you do on it.

**Evaluation Criteria:** The total of your exams, online homework, in-class quizzes, and final exam will be divided by the points possible. Your grade will be determined as follows: 90-100%=A, 80-89%=B, 70-79%=C, 60-69%=D, and 0-59%=F. If your average is less than one percentage point of the next grade, I will round up if you have demonstrated good attendance. (For example, if your percentage is 79.2% and you have missed only a few classes, I would be inclined to give you a B. A percentage of 79.0% would remain a C regardless of attendance).

**Required Text, Readings, Materials:** The MyMathLab code (Course ID: desalvo38236) must be purchased. You can purchase the code at the college bookstore, or with a credit card or PayPal when you register at Pearson. You can request a 14 day free trial, but you will eventually need to purchase. This will give you access to online homework, the e-book version of the textbook (“Algebra Foundations” by Elayn Martin-Gay, published by Pearson) and help videos. You do not need to purchase the physical book. A scientific calculator will be useful later in the semester (after Spring Break).

**Class Policies:**
Last Date to Change to Audit Status or Withdraw with a W Grade: Thursday, April 14.
Electronics: No listening to music or texting during class time. Cell phones must be in silent/vibrate mode during class time, and can’t be out during exams or quizzes. Laptops and tablets can be used during class for note taking or to access the eBook version of the textbook, except during exams and quizzes. If it is found that you are using the laptop for other purposes, it is expected that you will immediately shut down and put it away.

Where to Go for Help:
- My office. See the top of the syllabus for contact information and office hours.
- The Math Learning Center (also called the Math Lab), PS 104, is a place you can go for help. Staff and student workers are there to answer questions, or you can go if you just need a place to do your math homework. The exact hours it is open will be announced, or you can look on the door. Make sure you get help as soon as you start having trouble!

Student Rights and Responsibilities: Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.

Chain of Command: If you have any problems with this class, you should first contact the instructor to attempt to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take the matter through the appropriate chain of command starting with the Department Head/Program Director, the Dean, and lastly the Vice President for Academic Affairs.

Academic Dishonesty: (Cheating & Plagiarism) Casper College demands intellectual honesty. Proven plagiarism or any form of dishonesty associated with the academic process can result in the offender failing the course in which the offense was committed or expulsion from school. See the Casper College Student Code of Conduct for more information on this topic.

Official Means of Communication: Casper College faculty and staff will employ the student’s assigned Casper College email account as a primary means of communication. Students are responsible to check their account regularly.

ADA Accommodations Policy: If you need academic accommodations because of a disability, please inform me as soon as possible. See me privately after class, or during my office hours. To request academic accommodations, students must first consult with the college’s Disability Services Counselor located in the Gateway Building, Room 344, (307) 268-2557, bheuer@caspercollege.edu. The Disability Services Counselor is responsible for reviewing documentation provided by students requesting accommodations, determining eligibility for accommodations, and helping students request and use appropriate accommodations.
Tentative Calendar or Schedule Indicating Course Content:
This schedule is tentative and subject to change. We will usually cover one section per day. This class moves along pretty fast, so good attendance is extremely important.

Week #1 Jan. 19-21 1.2 – 1.4 place value, rounding, estimating
Week #2 Jan. 25-28 1.5 – 1.8 dividing, exponents, order of operations, variables, algebraic expressions
Week #3 Feb. 1-4 1.8 – 2.2 equations, introduction to integers, adding integers
Week #4 Feb. 8-11 2.3 – 2.6 other operations on integers, order of operations, solving equations
Week #5 Feb. 16-18 Exam #1 (Chapters 1 and 2), 3.1 Simplifying algebraic expressions
Week #6 Feb. 22-25 3.2 – 3.4 Algebraic equations and problem solving
Week #7 Feb. 29-March 3 3.4 (continued), Exam #2 (Chapter 3), 4.1-4.2 fractions and mixed numbers, factors and simplest form
Week #8 March 7-10 4.3 – 4.5 multiplying, dividing, adding, subtracting fractions

Spring Break: March 14-18

Week #9 March 21-24 4.6 – 4.8 complex fractions, operations on mixed numbers, solving equations containing fractions
Week #10 March 28-31 5.1 – 5.4 intro to decimals, adding and subtracting decimals, multiplying decimals, circumference of a circle, dividing decimals
Week #11 April 4-7 5.5 fractions and decimals and order of operations, 5.6 Solving equations with decimals, Exam #3 (Chapters 4 and 5),

Week #12 April 11-14 6.1 – 6.4 ratio and proportion, percents-decimals-fractions, solving percent problems, solving percent problems with proportions
Week #13 April 18-21 6.5 – 6.7 applications of percent, percent and problem solving (tax, discount, interest), 7.3 square roots, Pythagorean theorem
Week #14 April 25-28 8.4 – 8.7 linear measurement, weight and mass, capacity, temperature, conversions to and from the Metric System
Week #15 May 2-5 12.1 exponents, 12.5 negative exponents and scientific notation, Exam #4 (the sections covered after exam #3)

Final exam: Thursday, May 12, 8:00 – 10:00 a.m.