MWF 12:00-12:50pm, AGR-15 August 15 - December 16

Office Hours: As a part-time instructor, I do not have an office on campus. If you need to contact me, use the email address provided above. This semester I will be available on Mondays and Wednesdays in the Math Center from 11:00-12:00.

Important		
Dates:	Sept 5	Labor Day – no classes
	Oct 14	Last Day to drop this class (Grades given after this date)
	Nov 10	Veterans Day – no classes
	Nov 24-25	Thanksgiving Holiday – no classes
	Dec 14	Final Exam
Textbook:	Tom Carson	, <u>Prealgebra, Third Edition</u>

Required

Materials: Sharpened pencils (preferably mechanical with extra lead) Erasers 3-ring binder to hold textbook, notes, and assignments Textbook (Calculators are not allowed.)

Blackboard: A blackboard website will be maintained for this course. <u>http://blackboard.reedleycollege.edu</u> The user name and password are your student I.D. number

This syllabus, as well as all homework assignments, can be found on this website.

- Attendance: You are expected to attend all class sessions, arrive on time, and stay for the entire session. If you are absent six (6) or more times by October 14, you will be dropped from the course.
- **Behavior:** You will be expected to treat yourselves and others with respect and kindness. Please turn off cell phones and any other electronic devices before class begins.

Academic

- **Honesty:** Academic integrity is essential to a successful college career. Cheating and plagiarism will result in disciplinary action ranging from a failing grade on an assignment or exam to failure of the course at the instructor's discretion. Please refer to the college catalog for more information on college policies regarding cheating and plagiarism.
- **Objectives:** Upon successful completion of this course, the student will be able to:
 - A. Develop an understanding of the base-ten number system.
 - B. Learn basic addition and multiplication facts of single digit integers.
 - C. Learn, practice and apply the operations of addition, subtraction, multiplication and division of rational numbers.
 - D. Convert numbers between decimals and fractions.

Course

- **Outline:** This course will cover topics in chapters 1, 2, 5, 6, and, if time allows, chapter 9 of the text.
 - Chapter 1: Whole Numbers
 - Chapter 2: Integers
 - Chapter 5: Fractions
 - Chapter 6: Decimals
 - Chapter 9: Geometry and Graphing
- **Homework:** Homework will be assigned daily and will be due the following class session. Each assignment will be graded on completeness and accuracy. Homework will compose 20% of your final grade. Please write your name and section number in the upper right-hand corner of each homework page and staple multiple pages together in the upper left-hand corner. Show all work for full credit. **No late homework will be accepted for any reason, even if you were absent**. If you must be absent, you may turn homework in before class at the switchboard or in FEM 1F, Ron Reimer's office, in the Math Center. Your two lowest homework scores will be dropped from your final grade.
- **Quizzes:** Short quizzes will be given regularly at the beginning or end of class. These quizzes cannot be made up if you are late or absent for any reason and they will count toward 5% of the final grade.
- **Exams:** An exam will be given at the end of each chapter. Exact dates for exams will be announced approximately one week prior to the exam. There are **no make-ups** for missed exams. Exams compose 65% of your final grade. Your lowest exam score will be dropped from your final grade.
- Final Exam: There will be a comprehensive final exam worth 10% of your final grade. This exam cannot be dropped. The final exam will be on Wednesday, December 14, 2011, from 12:00-1:50pm in AGR-15. Please plan accordingly.
- **Grading:** Scores from homework, exams, and the final exam will be weighted as follows:

Homework	20%
Quizzes	5%
Exams	65%
Final Exam	10%

Grades will be assigned according to the following scale:

90-100%A80-89%B70-79%C60-69%D0-59%F

If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible.