**Course Syllabus: College Arithmetic**

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| **MATH 250-56932** | **Reedley College** |
| **Instructor:** Mr. Steven Zook  | **Fall 2016** |
| **Email:** steven.zook@reedleycollege.edu  | **Office Hours:** MW 10:00 am – 11:00 am |
| **Phone:** (559) 638-3641 ext. 3279 | Th 12:00 p – 1:00 pm |
| **Office:** FEM 4A |

**Meeting Room:** SOC 31

**Meeting Days:** TTh

**Meeting Time:** 10:00 am – 11:15 am

**Course Description:** This course is designed as a quick review of college arithmetic to prepare the student for MATH 256 or MATH 201. Topics include arithmetic operations on integers, fractions and decimals; application of order of operations to simplification of mathematical expressions; word problems and applications of arithmetic.

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| **Student Learning Outcomes:** |
| *Upon completion of this course, students will be able to:*  |
| 1. Apply the four arithmetic operations to integers.
2. Apply the four arithmetic operations to fractions.
3. Apply the four arithmetic operations to decimals.
4. Evaluate integers raised to whole number exponents using the definition of exponents.
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| **Objectives:***In the process of completing this course, students will:*  |
| 1. Develop an understanding of the base ten number system.
2. Learn basic addition and multiplication facts of single digit integers.
3. Learn, practice and apply the operations of addition, subtraction, multiplication and division of rational numbers.
4. Convert numbers between decimals and fractions.
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**Required Text:** **Carson, Tom, Prealgebra, 4th Edition, 2013**.

**ISBN: 978-1-2566-8918-8**

This text is required for reading; however, you do not have to purchase a hard copy of the text since it is available online as an eText, included with the required MyMathLab subscription.

**Required Course Material MyMathLab**: You will be required to obtain access to MyMathLab. To access the course, use the **Course ID: zook77139**

You will need to first create an account here: [www.pearsonmylabandmastering.com](http://www.pearsonmylabandmastering.com)

When creating an account, **use your full first and last name as your name appears in official school records**, using usual capitalization rules.

**WARNING: Any students who do not gain *full paid* access to MyMathLab by 8/29/16 may be automatically dropped from the course.**

**Office Hours:** I will be holding regular office hours. I want to be available to you if you need assistance outside of class. Please visit me during the scheduled times for drop-in questions. You may come unannounced during those times. If the scheduled office hours do not suit your schedule, you may arrange a time to meet me in my office. Please don’t hesitate to take advantage of these since I want you to succeed – it’s what I am here for.

**Attendance:** As a student, you are expected to attend all classes for the entire period. Please be on time and ready to start when class is scheduled to begin. I ask this out of respect for your classmates and me. **Four (4) absences** may result in a drop from the course. If you decide to drop, it is your responsibility to drop the class officially through the Administration and Records office. In failing to do so, you run the risk of receiving a **grade of F**.

**Classroom Behavior:** Please take care of any personal responsibilities and needs before entering the classroom. Please **TURN OFF** **your phones** when entering the class. They should **remain** **off for the duration** of the class period. If you use your phone in class, you may be asked to leave class. While you are in class, I expect you to participate and pay attention and you may not work on homework in class or prepare for a different class. You are allowed to use a **scientific calculator**, but not a graphing calculator for this class. Also, you may not use your phone as a calculator. If you use a phone during an exam, you will automatically receive a grade of F on the exam, even if you are using it as a calculator!

**Drop Deadline:** Friday, October 14th

**Assignments & Exams:**

All **online homework** assignments will be completed online at **MyMathLab**. Homework assignments will be due on the due date by **11:59pm** and will cover topics outlined in the course calendar. If you submit your homework late, there is a **10% penalty for each day** that the assignment is late.

Throughout the semester, you will earn points for **participation**. During the first three weeks of class, you must **visit me in my office** during office hours. You may come with questions about the material or simply to introduce yourself. If you visit me during the first two weeks, you will receive 10 participation points; if you do not, you will receive 0 points. For the rest of the semester, providing responses to questions and participating in activities will be how you earn positive participation points. Absences and tardiness will result in negative participation points. Every three weeks, I will post a participation grade (on a 0-10 scale) in the MyMathLab gradebook.

There will be weekly **quizzes** that will be completed in **MyMathLab**. These will be available on the date they need to be completed and you will be given a time limit in which to complete the quiz.

There will be **four exams** (not including the final exam) during the semester and the dates they will be held are in the course calendar and they will cover the specified content. There will be no make-up exams allowed although it will be possible to schedule a time to take an exam early if it is prearranged.

The **comprehensive final exam** will be held during finals week on **Tuesday, December 13th, 10:00 am – 11:50 am**. If it is to your benefit, the cumulative final exam score will replace your lowest exam score.

**Assignment Categories and Weighting**

| ***Assignment*** | ***Weighting*** |
| --- | --- |
| Online Homework | 12% |
| Quizzes (15 @ 1% each) | 15% |
| Participation | 5% |
| Exams (4 @ 12% each) | 48% |
| Final Exam (cumulative) | 20% |

**Final Grades**

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| --- | --- |
| ***Letter Grade*** | ***Percent*** |
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| F | 0-59 |

**SPECIAL NEEDS REQUESTS:** 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.

**Please refer to the RC Catalog for the Policies on Academic Dishonesty, Cheating, and Plagiarism, pg. 44.**

**Course Outline and Schedule**

Week 1: Begin Chapter 1: Whole Numbers

Week 2: **Homework 1** due on Tuesday, Aug. 23

Week 3: **Homework 2** due on Tuesday, Aug. 30

Week 4**: Homework 3** due on Thursday, Sept. 8

**EXAM 1 on Thursday, Sept. 8**

Week 5: Begin Chapter 2: Integers

**Homework 4** due on Thursday, Sept. 15

Week 6: **Homework 5** due on Thursday, Sept. 22

Week 7: **Homework 6** due on Thursday, Sept. 28

Week 8: **Homework 7** due on Thursday, Oct. 6

**EXAM 2 on Thursday, Oct. 6**

Week 9: Begin Chapter 5: Fractions and Rational Expressions

**Homework 8** due on Thursday, Oct. 13

Last day to drop a full-term class Friday, Oct. 14

Week 10: **Homework 9** due on Thursday, Oct. 20

Week 11: **Homework 10** due on Thursday, Oct. 27

Week 12: **Homework 11** due on Thursday, Nov. 3

**EXAM 3 on Thursday, Nov. 3**

Week 13: Begin Chapter 6: Decimals

**Homework 12** due on Thursday, Nov. 10

Week 14: **Homework 13** due on Thursday, Nov. 17

Week 15: **Homework 14** due on Tuesday, Nov. 22

Week 16: **Homework 15** due on Thursday, Dec. 1

 **EXAM 4 on Thursday, Dec. 1**

Week 17: Review

Week 18: **Finals Week**

**Comprehensive FINAL EXAM on Tuesday, Dec. 13 from 10:00 am – 11:50 am**

I will do my best to follow the schedule content-wise depending on how quickly we can cover the topics. However, the events in bold will take place on their specified dates.

If any changes are made, I will announce them in class and post them on Canvas.