

College Arithmetic

Course Description:

This course is designed as a quick review of college arithmetic to prepare the student for MATH 256 or MATH 101. 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 using ratios, proportions and percents.

Required Materials:

1. Access Code to MyMathLab (Pearson site For Online Homework)
2. Two spiral grid-paper **HOMEWORK** notebooks, Cambridge brand from RC bookstore. No other notebooks will be accepted.

Text: Tom Carson, Prealgebra, 4th Edition (Optional)

Homework:

Homework will be assigned for each class meeting and will be done online. All due dates will be posted online on the Pearson website. Late homework will not be accepted. **Being absent on the day homework is due is not a valid excuse for not doing the assignments.** When working on online homework, you do not need to complete each assignment in one sitting. You may save your work and return to it at a later time. You should save your work often to avoid losing your work in the event of a technical malfunction. Each homework assignment will be worth the same number of points.

Since homework will be done online, each student is required to (neatly) keep their written solutions in the required notebook to be turned in on the day of a chapter exam. Any illegible solutions or solutions with many skipped steps will receive no credit. All homework must be done in pencil to receive any credit. The homework solutions notebook will be worth three homework assignments.

Any students who do not sign up at www.pearsonmylabandmastering.com and complete the first two assignments by Wednesday, January 20, 2016 will be dropped. My Math Lab will allow you to enroll into this course with a **temporary** access code. Instructions to register online will be attached to the end of this syllabus.

Any student who enrolls online with a temporary access code must purchase the access code and be permanently enrolled in our My Math Lab course by Wednesday, January 27, 2016. Any student who does not have permanent access to My Math Lab by January 27, 2016 will be dropped without further notice.

Tutorial Center Requirement:

A part of your homework grade will be a mandatory one hour meeting in the Tutorial Center with a tutor on an appointment basis. This will be worth one homework assignment per week. You will need to log in and out of the Tutorial Center and I will receive a weekly report

showing your attendance in the center. **Students who do not sign up for appointments with a tutor may be dropped from the class.** You may sign up for a tutor in the Tutorial Center for free. The Tutorial Center is located in the Reedley College Library.

Quizzes:

There will be **weekly** in-class **homework quizzes at the discretion of the instructor (May be announced or unannounced)**. These quizzes will be worth 20 points each and will be given either at the beginning or the end of class. Any students who are not in their seats when the quiz is handed out **will not** be allowed to take the quiz and will receive a grade of zero for that quiz. **There will be no make up quizzes for students coming in late or leaving class early or for students absent on the day of a quiz.**

Attendance Policy:

Students are expected to attend all class meetings, be on time, and be in class the entire class session. Leaving class early will be counted as a tardy and two tardies can be counted as an absence. **Five (5) absences may result in a drop from the course.** If you decide to drop the course, it is **your responsibility** to make the drop official in the Admissions and Records Office, or else possibly receive a grade of F.

Participation:

Each student is required to be in class ready and able to participate in classroom discussions. You must be **present and on time** to be ready and able to participate in classroom discussions. There will be 10 participation points possible for each class meeting. An absence will result in no participation points for the day. **Students who arrive late or leave early will receive at most half of the participation points for the day.**

Exams:

4-7 Exams will be given, worth 100 points each. Each exam will cover at most two chapters of material. **There will be no makeups for missed exams. No Exceptions!** If you must be absent on the day an exam is scheduled, you may discuss with me the possibility of taking the exam **early**.

Final Exam:

A two hour comprehensive final exam worth 100 points will be given during finals week. This final exam will be cumulative, **mandatory** and will count as a regular exam. **The final may be used to replace a low exam score or a missed exam.** The final **may not** be used to replace any homework grade, quiz grade or participation grade.

Personal Emergencies:

To account for any personal emergencies or unexpected events, the following allowances are made:

- 1) The two lowest homework grades will be dropped.
- 2) **The two lowest quiz scores will be dropped.**
- 3) The final exam **may** replace the lowest exam score, if the final exam score is higher.

Grading:

Homework will represent 25% of the final course grade

Quizzes will represent 10% of the final course grade

Participation will represent 5% of the final course grade

The **exams and the final exam will represent 60% of the final course grade**

Your grade will then be determined by the following grading scale.

90% - 100% A

80% - 89.9% B

70% - 79.9% C

60% - 69.9% D

0% - 59.9% F

Cheating:

“Because cheating, plagiarism, and collusion in dishonest activities erode the integrity of the college, each student is expected to exert an entirely honest effort in all academic endeavors. Academic dishonesty in any form is a very serious offense and will incur serious consequences.” (Reedley College Catalog, Page 44)

Classroom Behavior:

Any personal responsibilities/needs should be taken care of before or after class. Cell phones, mp3 players, etc. must be put away and turned off during class. Cell phones are not allowed to be used for calculator functions. Students using their cell phones during class will be asked to leave. Aside from water bottles, no food or drinks are allowed during class. Any student engaging in any kind of behavior that disrupts student learning will be asked to leave. The instructor reserves the right to assign seats at any time.

Disabled Students Programs & Services:

If you have a verified need for an academic accommodation or materials in alternate media per the Americans with Disabilities Act or Section 504 of the Rehabilitation Act, please contact me as soon as possible.

Important Dates:

January 11(M) Start of the Spring Semester
January 18(M) Martin Luther King, Jr. Day (No classes held, campus closed)
January 29(F) Last day to register for full length class or Drop to avoid a "W"
February 5(F) Last day to change fall class to/from a Pass/No-Pass grading basis
February 12(F) Lincoln Day (No classes held, campus closed)
February 15(M) Washington Day (no classes held, campus open)
March 11(F) Last day to drop a full-term class (Letter grades assigned after this date)
March 21-25(M-F) Spring Recess (no classes held, campus closed)
May 16-20(M-F) Final Exams Week
May 19(Th) Final Exam for this course is in SOC 31 from 10:00-11:50AM

COURSE OUTCOMES:

Upon completion of this course, students will be able to:

- I. Apply the four arithmetic operations to integers.
- II. Apply the four arithmetic operations to fractions.
- III. Apply the four arithmetic operations to decimals.
- IV. Evaluate integers raised to whole number exponents using the definition of exponents.

COURSE OBJECTIVES:

In the process of completing this course, students will:

- I. Develop an understanding of the base ten number system.
- II. Learn basic addition and multiplication facts of single digit integers.
- III. Learn, practice and apply the operations of addition, subtraction, multiplication and division of rational numbers.
- IV. Convert numbers between decimals and fractions.

COURSE OUTLINE:

- A. Whole numbers
- B. Fractions
- C. Decimals
- D. Ratio and Proportion
- E. Percent
- F. Integers