MATH 71: PRE-ALGEBRA (3 units) – Fall 2013
CRN:10621   Time: 1:30 – 2:55   M/W
INSTRUCTOR: Jill Kitzmiller, Math Department
Office Hours: MW 8 – 8:30am, W 3 – 3:30, Th 11:45 – 1:30 T/Th 4:455 – 5:30
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TEXT & MATERIALS
MATH XL **computer program for doing homework is required for all students**! The text
book is recommended: Prealgebra, 6E, Martin-Gay. A scientific calculator (not graphing) is
also required.

CATALOG COURSE DESCRIPTION
An introduction to the mathematical concepts needed for further study in Algebra. Topics
covered will include the real number system, variable expressions, solving equations,
measurement and conversions, and geometry.

STUDENT LEARNING OUTCOMES
Upon course completion, the successful student will have acquired new skills, knowledge, and or
attitudes as demonstrated by being able to:
1. Perform the basic operations with rational numbers
2. Compute the area and perimeter of standard geometric shapes.
3. Solve equations appropriate for a Pre-Algebra class.

 COURSE OBJECTIVES
Upon satisfactory completion of the course, students will be able to:
1. Demonstrate skills in working with real numbers.
2. Demonstrate an understanding of variable expressions.
3. Demonstrate an understanding of solving equations.
4. Demonstrate an understanding of the English and Metric measurement systems in a
    wide variety of settings.
5. Apply relevant formulas in application problems involving a variety of geometric
    figures.

CONTACTING INSTRUCTOR   I will
be available during office hours for personal discussion. I endeavor to listen to voice-mail and
look at email each day when I am on campus. I DO NOT look at email on the weekends
(Friday- Sunday) or on holidays. I do not respond to email regarding absences, unless it is long
term. I do not discuss grades over email, this must be done in person.

ACADEMIC ACCOMMODATION
Any student with a documented disability who may need academic accommodation should notify
the instructor and the Disabled Student Services Programs and Services (DSP&S) office in room
2117 in the Health Science building as soon as possible. The DSP&S office phone number is
(760) 355-6312.

PACE OF COURSE & TIPS FOR SUCCESS
This course moves rapidly coving the material equivalent to one year of math at the high school level, and meeting only twice per week. For every hour spent in class, you are expected to spend 2 -3 hours outside of class reading the book, doing homework, and studying the material. It is critical that you read ahead and ask questions. Avoid falling behind in the material, reading and homework. You cannot learn mathematics without doing the problems. If you fall behind it will be difficult to catch up. Stay organized, take good notes and read your notes after class. If you are having difficulty with the material, get help. You can get help from me during office hours or in the math tutoring center. Work with others outside of class, form a study group if possible. You are responsible for all material in assigned chapters and all material covered in lecture, even if you are absent, so find someone in class to make you copies of the notes & materials if you cannot be in class.

BEHAVIOR
IVC School policy states that no food or drink is allowed in the classroom. Also no children are allowed in the classroom. You will be asked to leave the class for one or two class meetings if you exhibit behavior that prohibits or impedes any member of this class from pursuing any class assignment, objective or learning opportunity within the classroom. **Please be courteous of others, try to be on time, turn off your cell phone or other electronic devices, and avoid talking during lectures. DO NOT TEXT. Texting during class is disruptive to your learning and students around you.**

 It is assumed that each student will do his/her own work. If a student is caught cheating on a test, that student will receive a "0" grade on that exam and the score will not be dropped. The student may also be referred to the college administration for disciplinary action. Examples of cheating include, but are not limited to, submitting someone else's work as your own and using unauthorized materials on the exams.

ATTENDANCE
IVC School policy states that students are expected to attend every session of class in which they are enrolled. It is the **student's responsibility** to add, drop, or withdraw from this class before the appropriate deadlines. You may be dropped by the instructor if you miss the first day of class or have more than 3 unexcused absences. If you decide to withdraw from this class, please let me know as a courtesy. If you fail to withdraw from this course before the deadline, you will be assigned a final grade in the course (even if you stop coming). Check the course catalogue for information on drop dates. **Regular class attendance is necessary for success in this course. You are responsible for all material covered in class during your absence.**

EVALUATION

There will be four in class exams (100 points each) and one comprehensive final examination (100 points). Exams are closed book/closed note and each student must work independently. There are no make-up exams. Plan now to be in class on the date of the exams. Any missing exam grade will be recorded as a "0". Your lowest test score will be dropped (excluding the final exam). This can be done only one time.

There will be homework assigned for each chapter in the book. Homework will be done on a computer using the Math XL program you purchase online or at the bookstore. **You will not pass the class if you do not complete any homework!**
You may use you own personal computer with internet access or use a computer in the Math Lab. There are 100 points assigned for homework. **Homework will be due by the date of each exam.** No late homework will be accepted.

Homework 1 – 4 will be worth up to 25 points each (10 points for HW5) as follows:
80% or more correct = 25 (10) points,   70% or more correct = 20 (8) points,
60% or more correct = 15 (6) points,   50% or more correct = 10 (4) points,
40% or more correct = 5 (2) points,   Less than 40% correct = 0 points

GRADING

To receive a passing grade of "C" or better, you must have 350 points or more based on:

Homework (Math XL)	100 points
Exams	300 points
Final	100 points
Total	500 points

Breakdown: 450 & up = A, 400 - 449 = B, 350 – 399 = C, 300 - 349 = D, below 300 = F.

Attendance, class participation and a subjective instructor's interpretation of work may be used in assigning a final grade to borderline cases.

INCOMPLETE

To receive a final grade of incomplete, you must be passing the class and be unable to take the final exam.

Tentative Schedule – Fall 2013 – Math 71

8/19 Introduction Order of operations	8/20	8/21 2.1 – 2.2	8/22
8/26 2.3 – 2.4	8/27	8/28 2.5 – 2.6	8/29
9/2 HOLIDAY	9/3	9/4 review	9/5
9/9 EXAM 1	9/10	9/11 3.3 – 3.2	9/12
9/16 3.3	9/17	9/18 3.4	9/19
9/23 Review of fractions and decimals	9/24	9/25 4.8 / 5.6	9/26
9/30 Review	10/1	10/2 EXAM 2	10/3
10/7 9.1	10/8	10/9 9.2	10/10
10/14 9.3	10/15	10/16 9.3	10/17
10/21 Review	10/22	10/23 EXAM 3	10/24
10/28 9.4	10/29	10/30 9.5 – 9.6	10/31
11/4 6.4 – 6.5	11/5	11/6 review	11/7
11/11 HOLIDAY	11/12	11/13 EXAM 4	11/14
11/18 10.1	11/19	11/20 10.2 – 10.3	11/21
11/25 review	11/26	11/27 review	11/28 HOLIDAY
12/2 FINAL	12/3	12/4	12/5