

Basic Course Information

Semester	Summer 2014	Instructor Name	Mardjan Shokoufi
Course Title & #	Pre-algebra, MATH 071	Email	mardjan.shokoufi@imperial.edu
CRN #	30038	Webpage (optional)	
Room	2725	Office	2766
Class Dates	June 16-July 23	Office Hours	-----
Class Days	MTWR	Office Phone #	(760) 355-6401
Class Times	7:30-9:40	Office contact if student will be out or emergency	Department Secretary (760)355-6155
Units	3		

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. (Nontransferable, non-degree applicable)

Prerequisite: MATH 61 with C or better or Math placement test.

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. (ILO2)
2. Compute the area and perimeter of standard geometric shapes. (ILO2)
3. Solve equations appropriate for a Pre-Algebra class. (ILO2)

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.

Textbooks & Other Resources or Links

E. Martin-Gay(2011). Prealgebra (6th edition). Pearson. ISBN: 978-0-321-64008-6

Course Requirements and Instructional Methods

Material needed: Textbook: Prealgebra, 6th edition, by E. Martin-Gay(2011), paper, pen, pencil, highlighter, and access to a stapler.

Course setting: This course is designed to have you learn facts while gaining an appreciation of the power of mathematics and getting ready for your future courses in this field. My responsibility is to do my best to be an effective guide, while you are responsible to make a commitment to learning and keeping up with the daily work. Remember mathematics is learned through active participation. We will have daily lecture and set of problems that need to be worked on during the class. These sets will be collected along with your homework assignments (see schedule for due dates).

Remember: This is a short term course so you have **to study every day!** See below for Department of education policy.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Class Rules:

1. Late assignment is **not** accepted
2. **No** make-up test will be given
3. Bring your book, binder, pen, pencil, and highlighter to the class every day.
4. It is the student's responsibility to drop or officially withdraw from the class.
(See IVC summer class schedule for dates).
5. It is **your responsibility** to take notes and make copies of the notes from the days you have been absent.
6. Regular attendance in all classes is expected of all students, being tardy or leaving the class early will count as half absence. The instructor can drop you from the class if the number of absences exceeds the number allowed.

Course Grading Based on Course Objectives

11 Classwork/Homework sets* @ 10 points each	100 (See the attached calendar for dates)
4 Tests @100 points each	400 (See the attached calendar for dates)
TOTAL	500

*Each set would consist of 75 to 150 exercises, depending on the material, one count as extra credit.

Grading Scale: The standard grading scale will be used: 90%=A, 80%= B, 70%-C, 60%=D, less than 60% will result in the grade of F.

- 450-500 points = A**
- 400-449 points = B**
- 350-399 points = C**
- 300-349 points = D**
- Less than 300 = F**

Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Academic Honesty

- Plagiarism is to take and present as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to correctly 'cite a source', you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment ;(c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment, (e) use of a commercial term paper service

Additional Help – Discretionary Section and Language

- Blackboard support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
- Learning Labs: There are several ‘labs’ on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Learning Services (library). Please speak to the instructor about labs unique to your specific program
- Library Services: There is more to our library than just books. You have access to tutors in the learning center, study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313 if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online at http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762

Information Literacy

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

Anticipated Class Schedule / Calendar

Week	Day	Date	Material covered/ Due Dates/ Test Dates
1	M	16-Jun	Introduction, order of operations, 2.1
	T	17-Jun	2.2, 2.3
	W	18-Jun	2.4, HW 1
	TH	19-Jun	2.5, Review of fractions and decimals
2	M	23-Jun	2.6
	T	24-Jun	review, HW 2, Exam 1
	W	25-Jun	3.1, 3.2
	TH	26-Jun	3.3, HW 3
3	M	30-Jun	3.4
	T	1-Jul	4.8, HW 4
	W	2-Jul	5.6
	TH	3-Jul	review, HW 5, Exam 2
4	M	7-Jul	9.1, 9.2
	T	8-Jul	9.3, HW 6
	W	9-Jul	9.3
	TH	10-Jul	9.4, HW 7
5	M	14-Jul	9.5, 9.6
	T	15-Jul	review, HW 8, Exam 3
	W	16-Jul	6.4, 6.5
	TH	17-Jul	10.1, HW 9
6	M	21-Jul	10.2, HW 10
	T	22-Jul	10.3
	W	23-Jul	review, HW 11, Exam 4