

Basic Course Information

Semester:	Fall 2015	Instructor Name:	Jeff Burt
Course Title & #:	Pre-Algebra 071	Email:	jeff.burt@imperial.edu
CRN #:	10915	Webpage (optional):	
Classroom:	2735	Office #:	2765
Class Dates:	8/17/15 - 12/11/15 Drop date: 11/7/15	Office Hours:	M - F 10:12-11:00 am
Class Days:	Tuesday/Thursday	Office Phone #:	(760) 355 - 6489
Class Times:	11:20am - 12:45pm	Emergency Contact:	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

The text book and access to MathXL are Mandatory
Required Materials

1. E. Martin-Gay(2011). Pre-Algebra (6th edition). Pearson. ISBN: 978-0-321-64008-6, or the Imperial Valley College printed version of the same textbook.
2. Scientific (Not graphing) Calculator (Recommended TI 30X IIS)
3. Access to MathXL

Course Requirements and Instructional Methods

Required Materials: You will need the textbook along with a writing utensil, paper for notes, and access to MathXL. I prefer you to use pencil, but a pen would work too. In a pinch you could use a crayon, quill, marker, or pretty much anything. Chisels and stone are discouraged but left to the student's discretion.

The goal of this course is for you to gain the necessary skills and knowledge to do well, and improve your mathematical abilities, so you are able to succeed in future courses. My responsibility is to help you in any way I can to accomplish these goals, however it is your responsibility to be committed to your own success and keep up with the pace of the class. To do so you need to complete assignments on time and **please** ask questions when you have them.

Homework will be completed in the MathXL program. There will be four homework assignments. Each assignment is due before the test that covers that material.

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. This means you should plan on 3 hours of class time, plus an **additional 6 hours each week** for working outside of class. This means you should spend at least 9 hours working on math each week.

Course Rules:

- 1) Late work is not accepted. If you are going to be gone, contact me **before** the absence to make arrangements.
- 2) There are **no** make-up exams.
- 3) It is your responsibility to drop or withdraw the class. Failure to do so will result in a regular grade (most probably an F).
- 4) Regular attendance is recommended and expected. The instructor can drop you from the class if you have more than the allowed number of absences.
- 5) **You need to ask questions** whenever you have them. If not in class, please come to my office during office hours, call me, email me, go to the math lab, Google it, YouTube it, etc.
- 6) It is your responsibility to make up the work you missed if you are absent. I highly recommend finding someone else to copy notes and material from that were covered in your absence.

Course Grading Based on Course Objectives

There will be four tests, each worth 100 points. The lowest test score will be dropped at the end of the semester. This can only be done once. There will also be four homework assignments, each worth 25

points, for a total of 100 points. A fifth homework assignment is worth 10 points extra credit. There will also be a final exam worth 100 points.

The homework will graded as follows:

100% - 80% = 25 points, 70% - 70% = 20 points, 60% - 69% = 15 points, 50% - 59% = 10 points, 40% - 49% = 5 points, Less than 40% correct = 0 points.

Grading: You need at least 350 combined points for a 'C' grade. It is broken down as follows

Homework (in MathXL)	100 points
Exams (3 that count)	300 points
Final	100 points
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Total	500 points

So that means every 50 points is a letter grade. 500-450 = A; 449-400 = B; 399- 350 = C, 349 – 300 = D, 300 – 0 = F

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

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.
- It is your responsibility to drop before the W deadline. (Nov. 7, 201 5)

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 by the instructor.
- 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](#). Please don't disrupt the class. It is a waste of everyone's time, especially your own.

- **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

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- **Plagiarism** is taking and presenting 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 "cite a source" correctly, 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 that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing 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 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) using a commercial term paper service.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **Blackboard Support Site.** The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **Learning Services.** There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **Library Services.** There is more to our library than just books. You have access to tutors in the [Study Skills 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. Please contact them 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.

- **Student Health Center.** A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District and El Centro Regional Center provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6310 in Room 2109 for more information.
- **Mental Health Counseling Services.** Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

	Day 1	Day 2
Week 1 August 17 - 21	1.7	2.1, 2.2
Week 2 August 24 - 28	2.3, 2.4	2.5
Week 3 Aug 31 – Sept 4	Signed Fractions and Decimals (if you want to read ahead check Blackboard)	Review
Week 4 September 7 - 11	Exam 1	2.6, 3.1
Week 5 September 14 - 18	3.2, 3.3	3.4
Week 6 September 21 - 25	5.6	4.8
Week 7 Sept 28 - Oct 2	Review	Exam 2

Imperial Valley College Course Syllabus – Math 71

Week 8 October 5 – 9	9.1	9.2
Week 9 October 12 – 16	9.3	9.3
Week 10 October 19 – 23	Review	Exam 3
Week 11 October 26 – 30	9.4	9.5, 9.6
Week 12 November 2 – 6	Operations with units	6.4, 6.5
Week 13 November 9 – 13	Review	Exam 4
Week 14 November 16 – 20	10.1	10.2, 10.3
Week 15 November 23 – 27	Holiday	Holiday
Week 16 Nov 30 – Dec 4	Review for Final	Review for Final
Week 17 December 7 - 11	Final Exam	

*****Tentative, subject to change without prior notice*****