

Math 602
Prealgebra
Fall 2018
MTWTh 2:40pm-3:45pm
Section Number: TBA

Instructor: Benjamin Holt

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Phone: 588-5087 (Email is a much more effective option for getting in touch with me.)

Office Hours: TBA

Textbook: Prealgebra: an Integrated Approach, Margaret Lial, Diana Hestwood, ISBN 0-321-35639-X

Prealgebra. Designed to help students prepare for algebra and applied math courses by reviewing fundamental operations of arithmetic and common geometric formulas, and introducing the algebraic concepts of simplifying expressions, polynomial arithmetic, and solving linear equations. Arithmetic reviewed includes calculation with integers, decimals, and fractions. Ratios, percents, and their applications are also studied. Not repeatable. MJC equivalent: (MATH 19 or 20)

The *Approximate* Daily Structure of this Course: Students must come PREPARED. By *prepared* I mean the following:

- 1) Each student must read the sections the day BEFORE they are covered in class.
- 2) Each student must be prepared to work with others and present problems in class.

Lecture: \approx 20 minutes. Since you are already prepared by the time you walk into class, lectures will be brief and will only supplement your knowledge.

Group Work Session : \approx 20 minutes. Separate into random groups of about 3 or 4 people. Each group will have a worksheet with a random selection of problems similar to the textbook and online homework. I will individually help each group solve the problems on their worksheets.

Problem Presentation: \approx 20 minutes. Each group will choose a representative to present one problem at the board and we will do this for as many problems on the day's worksheet as we possibly can. If your group can't decide on a representative, I will choose a random member of the group to present.

The Student Learning Outcomes: Students who are successful in this course will have mastered the following:

1. Accurately perform operations with signed real numbers.

2. Solve linear equations in one variable.

The next series of items will be used to assess student success in achieving these outcomes.

Online Homework and Practice: For every section in the textbook, there is a homework assignment. Every homework assignment will consist of 20 multiple-choice questions drawn randomly from the homework problems corresponding to a section in the textbook. To pass the assignment you must get a grade of at least 80%. You may attempt the assignment as many times as you like. Each homework assignment is completed online. Go to

`holt.blue/Math_602/homework.html`

and follow the instructions for completing and submitting homework. There are two rules you must follow when submitting online homework:

- 1) You may submit homework for a section at any time AFTER we cover the section, but BEFORE the next exam. I will not accept a homework assignment at any other time.
- 2) You may submit ONE online homework section on any given date.

If you send me more than ONE assignments on a given date, I will enter the section into my gradebook which is displayed first in my inbox. You will then need to resend the section I did not enter. So please follow Rule 2) above.

Your homework grade is the total number of assignments you complete divided by the total number of assignments.

Problem of the Week (POW): Every week I will assign a worksheet with a problem (or multiple problems) which emphasize(s) your ability to write mathematics. As such, the quality of your presentation is the most important aspect of the POW. The quality of your presentation is determined by the following criteria:

- Appropriate Heading (Name and POW # in the top right corner) (-2 pts)
- Each page stapled in the upper left hand corner with the pages in order. (-2 pts)
- Neatness and legibility of writing. (-3 pts)
- Work done IN PENCIL and mistakes erased (-3 pts for each crossed out mistake).
- **Pen is not accepted.** (-10 pts)
- A straight-edge or ruler must be used to make figures that contain straight lines (such as graphs and lines). (-5 pts)
- Graph paper must be used to make graphs. (-3 pts)
- Appropriate work must be shown. (-10 pts)
- Notation must be used correctly. (-3 pts)
- Solutions must be correct (-3 pts) and well-written using complete sentences (-2 pts for each incomplete sentence).

Every POW is worth 10 points. **Every item above not followed will result in a deduction of the point value indicated.**

Late POWS are penalized 20% for each classtime they are late.

Semester Exams: There will be three semester exams over the course of the term covering material up to each exam. Every exam will be multiple choice and will consist of 20 questions drawn randomly from our test bank of homework exercises. Every exam you take in this class will generated from

`holt.blue/Math_602/exam.html`

and there you may generate as many practice exams as you like.

Exams days are listed in the course schedule at the end of this syllabus.

If for reasons beyond your control (you must submit proof¹) you will be absent on the day of an exam, you must let me know **BEFORE THE EXAM** so we can discuss options. Taking an exam late without proof of a valid excuse incurs a penalty of 20% from whatever score you earn. That is, the highest grade you will be able to earn is 80 points. Moreover, you must make arrangements to retake the exam either during my office hours or in the math lab. This must be done **BEFORE** the next exam.

Final Exam: The final exam is cumulative. That is, it will cover all the material discussed over the entire course.

The final exam will follow the same format as the semester exam (20 questions randomly drawn from the entire test bank). The final exam will given **ONLY** on the day that is scheduled by the college: **TBA**.

Important Note: Although we will use technology on homework and in class, any technology including mobile phones, graphing calculators, or otherwise, is not allowed on exams.

¹Doctor's note, death certificate, etc. Notes from parents and travel arrangements are not accepted.

Course Grade: Your course grade will be determined by the following items and their associated weights:

Participation	1 participation point (PPt) per day	10%
Homework	1 assignment for every textbook section covered in class	10%
Problem of the Week (POW)	Each worth 10 points	10%
Exam 1	100 points max	17.5%
Exam 2	100 points max	17.5%
Exam 3	100 points max	17.5%
Final Exam (Cumulative)	100 points max	17.5%

Your course grade is determined by the formula

$$10 \left(\frac{\# \text{ PPTs Earned}}{\text{Total } \# \text{ PPTs}} \right) + 10 \left(\frac{\# \text{ HWs Submitted}}{\text{Total } \# \text{ HWs}} \right) + \text{POW Average} + 70 \left(\frac{\# \text{ Exam Pts Earned}}{400} \right)$$

The letter grade equivalents to the above course grade are:

$90 \leq \text{Course Grade} < 100$	A
$80 \leq \text{Course Grade} < 90$	B
$70 \leq \text{Course Grade} < 80$	C
$60 \leq \text{Course Grade} < 70$	D
Course Grade < 60	F

Canvas Course Management System: Your grades for each graded item will be posted on Canvas. Only you will be able to access your grades. This will allow you to not only assess your grade as the semester progresses, it will also allow you to check that I have entered your scores correctly in my grade book.

Extra Help: If you need additional assistance, don't hesitate to drop by and see me during my office hours: TBA.

The math lab is also an exceedingly valuable resource and you should pay them a visit in Sequoia 121. I also encourage you to use the academic achievement center on the 2nd floor of Tamarack.

Students with Disabilities: Persons who wish to request disability-related accommodations should contact the Disabled Student Programs and Services (DSPS) at 588-5130 or visiting them in Manzanita 216. I am happy to work with DSPS and students to help provide any reasonable accommodations. For more details visit

<http://www.gocolumbia.edu/dsps/default.php>

If You're Ever Feeling Down or Anxious: The Health Services Office on campus (in Pinyon) has licensed counselors offering free, private and confidential counseling appointments to registered students. They are available Monday thru Thursday. Go to the Health Services Office (in Pinyon) or call 588-5204 to set up an appointment.

Academic Honesty: Academic dishonesty, including cheating/plagiarism on exams, quizzes and homework is a serious offense and will not be dealt with lightly. College policies regarding this matter will be strictly enforced. If you have further questions, ask your advisor for assistance. Students are responsible for knowing policy regarding academic honesty.

Classroom Conduct: While it is true that this course is highly interactive and your participation is highly encouraged and is a key part of this course, it is explicitly forbidden to converse with other students when it is not appropriate. These situations include, but are not limited to, when I am lecturing and when students are presenting solutions to the class. Audible communication is disruptive and distracting not only myself, but to your fellow students as well. Please respect the time and money your fellow students have invested in this class.

Attendance Policy: You are expected to attend every class for the duration. If I notice that you are absent from your group, I will make a note of it and you will lose your participation point for the day even if you show up later.

The policies outlined in this syllabus are subject to change with prior notice.

Course Schedule

Day	Section	Topic	Due
M 8/27		Syllabus; Course Introduction	
T 8/28	1.1	Place Value	
W 8/29	1.2	Introduction to Signed Numbers	
Th 8/30	1.3	Adding Integers	
M 9/3		Labor Day Holiday	
T 9/4	1.4	Subtracting Integers	POW 1
W 9/5	1.5	Problem Solving: Rounding and Estimating	
Th 9/6	1.6	Multiplying Integers	
M 9/10	1.7	Dividing Integers	POW 2
T 9/11	1.8	Exponents and Order of Operations	
W 9/12	2.1	Introduction to Variables	
Th 9/13	2.2	Simplifying Expressions	
M 9/17	2.3	Solving Equations Using Addition	POW 3
T 9/18	2.4	Solving Equations Using Division	
W 9/19	2.5	Solving Equations with Several Steps	
Th 9/20		Review (Chapters 1 & 2)	
M 9/24		Exam 1 (Chapters 1 & 2)	
T 9/25	3.1	Problem Solving: Perimeter	
W 9/26	3.2	Problem Solving: Area	
Th 9/27	3.3	Applications with One Unknown Quantity	
M 10/1	3.4	Applications with Two Unknown Quantities	POW 4
T 10/2	4.1	Introduction to Signed Fractions	
W 10/3	4.2	Writing Fractions in Lowest Terms	
Th 10/4	4.3	Multiplying and Dividing Signed Fractions	
M 10/8	4.4	Adding and Subtracting Signed Fractions	POW 5
T 10/9	4.5	Problem Solving: Mixed Numbers and Estimating	
W 10/10	4.6	Exponents, Order of Operations, and Complex Fractions	
Th 10/11	4.7	Problem Solving: Equations Containing Fractions	
M 10/15	4.8	Geometry Applications: Area and Volume	POW 6
T 10/16	5.1	Reading and Writing Decimal Numbers	
W 10/17		Review (Chapters 3 & 4)	
Th 10/18		Exam 2 (Chapters 3 & 4)	

Course Schedule (Continued)

Day	Section	Topic	Due
M 10/22	5.2	Rounding Decimal Numbers	POW 7
T 10/23	5.3	Adding and Subtracting Signed Decimal Numbers	
W 10/24	5.4	Multiplying Signed Decimal Numbers	
Th 10/25	5.5	Dividing Signed Decimal Numbers	
M 10/29	5.6	Fractions and Decimals	POW 8
T 10/30	5.8	Geometry Applications: Pythagorean Theorem and Square Roots	
W 10/31	5.9	Problem Solving: Equations Containing Decimals	
Th 11/1	5.10	Geometry Applications: Circles, Cylinders, and Surface Area	
M 11/5	6.1	Ratios	POW 9
T 11/6	6.2	Rates	
W 11/7	6.3	Proportions	
Th 11/8	6.4	Problem Solving with Proportions	
M 11/12		Veteran's Day Holiday	
T 11/13	6.6	Geometry Applications: Congruent and Similar Triangles	
W 11/14		Review (Chapters 5 & 6)	
Th 11/15		Exam 3 (Chapters 5 & 6)	
M 11/19	7.1	The Basics of Percent	POW 10
T 11/20	7.2	The Percent Proportion	
W 11/21		Catch-Up and Review	
Th 11/22		Thanksgiving Holiday	
M 11/26	7.3	The Percent Equation	POW 11
T 11/27	7.4	Problem Solving with Percent	
W 11/28	7.5	Consumer Applications: Sales Tax, Tips, Discounts, and Simple Interest	
Th 11/29	8.1	Problem Solving with English Units	
M 12/3	8.2 & 8.3	The Metric System	POW 12
T 12/4	8.4	Problem Solving with Metric units	
W 12/5	8.5	Metric/English Unit Conversions	
Th 12/6		Course Review (Chapters 1-8)	
TBA		Final Exam (Chapters 1-8)	