SYLLABUS: MAT075 Prealgebra

COURSE INFORMATION

(Course Reference Number) CRN 10318 – SPRING 2008
Monday and Wednesday, 2:00 p.m. – 3:20 p.m., Room 311, Mohegan Campus
Three Rivers Community College, 7 Mahan Drive, Norwich, Connecticut 06360

INSTRUCTOR

MRS. MARY ANNE STEWART, Adjunct Instructor
OFFICE HOURS: Mon. & Wed. 11:30 a.m. – 12:20 p.m., adjunct cubicle in the "shop building"
VOICE MAIL: (860) 886-0177, ext. 2114 (leave message)
E_MAIL: mstewart@trcc.commnet.edu
WebCT MAIL: Log on to http://vista.ctdlc.org, select this course, use the "Mail" feature

COURSE DESCRIPTION

This course focuses on basic arithmetic and prealgebra skills. Topics include whole numbers, fractions, decimals, signed numbers, proportions, percents, algebraic expressions and equations, elements of geometry, and an introduction to problem solving. This course does not count towards the minimum requirements for graduation. A grade of C or better is required to pass this course.

REQUIRED TEXT

Prealgebra, 5th edition, Martin-Gay, ©2008 Pearson Education, Inc., ISBN 0-13-231951-9 (student)

SUPPLIES

- One (1) three-ring notebook (tabbed dividers are optional)
- Pencils and erasers
- Paper for taking notes in class and for assignments
- One 6" or 12" ruler
- No calculators (Policy of the Math Department and your instructor)

ASSIGNMENTS and NOTEBOOKS

Students are expected to work on assignments (homework) regularly and to seek assistance if the problems are not understood. Students are to keep a notebook consisting of handouts, class notes, assignments, and tests. Notebooks and assignments will be reviewed regularly by the instructor.

COURSE CONTENT and OUTCOMES

See attached sheet.

COURSE SCHEDULE, ASSIGNMENTS, and DUE DATES

See attached BLUE sheets. Place them in the front of your notebook for easy reference.

DISABILITIES STATEMENT

Students with hidden or visible disabilities who may require special accommodations and support services are encouraged to notify the instructor and Chris Scarborough, (860) 892-5751, who is coordinating services to students with disabilities, during the first two weeks of class.

COLLEGE WITHDRAWL POLICY

April 29   Last day to withdraw from classes (Withdraw at the Registrar's Office)

METHOD OF EVALUATION
- **3 IN-CLASS TESTS**: In-class tests allow each student to demonstrate his/her knowledge of the topics covered. Each student will be allowed to make-up one test on the scheduled "make-up test" day near the end of the semester. A student's final exam grade will be used in place of any missed tests.
- **3 PRACTICE TESTS**: Practice tests allow a student to continue their preparation for the in-class test as well as the final exam. Practice tests are due on or before the day of the in-class test. Late practice tests will not be accepted.
- **FINAL EXAM**: The final exam is mandatory and will consist of problems covered in chapters 1 through 7, inclusive. The final exam will be given on the scheduled date. No make-up, no re-take.
- **GRADE for the COURSE** will be calculated as follows:
     3 In-class Tests 20% each; 3 Practice Tests 5% each; Final Exam 25%

GRADING SYSTEM
These letter grades and corresponding numerical grades will be used for tests, final exam, and course grade: A (94–100), A– (90–93), B+ (87–89), B (83–86), B– (80–82), C+ (77–79), C (73–76), C– (70–72), D+ (67–69), D (63–66), D– (60–62), F (below 60)

ATTENDANCE
Students are expected to attend all classes, to arrive for class on time, and to remain for the duration of the class meeting. It is the student's responsibility to request any missed work, assignments, or materials before the next class. Any student(s) who is/are consistently tardy, leave class early, and/or walk in and out of class are a distraction to the instructor and the other students. This results in a disruption of the class environment and the learning process. (See "Student Behavior" below.)

RULES of CONDUCT in CLASS
- **No food or beverages in the classroom**.
- **Electronic/digital devices**: Cell phones, beepers and similar devices are allowed in class if they are turned off or turned to a silent mode. These devices are NOT to be used in class. When there are extenuating circumstances that require a student be available by such a device, the student must speak to the instructor prior to class, so that together they can arrive at an agreement.
- **Student Behavior**: "*The College has the right and responsibility to take appropriate action when a student's conduct directly and significantly interferes with the College's educational mission and the rights of others to pursue their educational objectives in an environment conducive to learning.*"
  –from the TRCC Student Handbook
  Such action will, at minimum, be the removal of the student from the remainder of that day's class and any tests due that day will be graded zero, F, with no possibility to make-up that work.

ACADEMIC INTEGRITY POLICY
Each student is expected to demonstrate his/her knowledge of the subject matter on each test and the final exam. If a student is caught cheating on a test or the final exam, he/she will receive a grade of zero, F, and will not be allowed to make-up that test or final exam.

CLASS CANCELLATION POLICY
If class is cancelled by the school, pay attention to radio and TV announcements, call the college's main phone number 860-886-0177, or visit the college's home web page www.trcc.commnet.edu. If class is cancelled by the instructor, a notice will be placed on the classroom door. If time permits, students may be notified individually by phone or by e-mail.

COURSE CONTENT AND OUTCOMES

CHAPTER 1: The Whole Numbers
1. Evaluate exponential expressions.
2. Use the order of operations rule.
3. Evaluate algebraic expressions, and
4. Translate sentences into variable expressions.

CHAPTER 2: Integers and Introduction to Solving Equations
1. Identify integers, opposite numbers,
2. Find the absolute value of a number,
3. Add, subtract, multiply, and divide integers, and
4. Use the order of operations rule to evaluate algebraic expressions for integer values of variables.

CHAPTER 3: Solving Equations and Problem Solving
1. Use properties of numbers to combine like terms, multiply expressions, and simplify them,
2. Use addition and multiplication properties of equality to solve equations,
3. Solve linear equations in one variable, and
4. Solve problems.

CHAPTER 4: Fractions and Mixed Numbers
1. Identify the numerator and the denominator of a fraction,
2. Identify proper, improper fractions, mixed numbers, and equivalent fractions,
3. Compare the fractions,
4. Factor the numbers,
5. Add, subtract, multiply, divide fractions, and mixed numbers,
6. Simplify complex fractions, and
7. Solve equations containing fractions.

CHAPTER 5: Decimals
1. Know the meaning of place value for a decimal, write decimals in standard form,
2. Compare decimals,
3. Write decimals as fractions, and fractions as decimals,
4. Round decimals,
5. Add, subtract, multiply, divide decimals,
6. Evaluate expressions containing decimals,
7. Solve equations containing decimals, and
8. Understand the concept of square root.

CHAPTER 6: Ratio, Proportion, and Triangle Applications
1. Simplify ratios, rates,
2. Write and solve proportions, and
3. Use proportions for problem solving.

CHAPTER 7: Percent
1. Understand the meaning of percent,
2. Perform conversions of percents, decimals, and fractions, and
3. Solve percent problems with percent equation, and with the percent proportions.

CHAPTER 9: Geometry
1. Find perimeter and area of some figures, and find volumes of some solids.