MAT* K075   Pre-Algebra   Spring 2012

10974 T13   TR 11:00 am – 12:15 pm D 203

INSTRUCTOR: Dr. Kelly Molkenthin (pronounced "molk-in-tine")
                Office: C 234, 860-892-5712
                Email: kmolkenthin@trcc.commnet.edu

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                Office Hours: Tuesdays 12:30 – 1:30 pm
                                    Wednesdays   9:00 – 9:50 am
                                    Thursdays 10:00 – 10:500 am
                                    Fridays   12:00 – 12:50 pm
                      and by appointment.
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REQUIRED MATERIAL:
         • *PreAlgebra, 6th Edition*. Elayn Martin-Gay. Pearson Prentice Hall, 2011. ISBN # 9780321727565

COMPUTERS: Online homework will be assigned on a regular basis and will be completed using MyLab and Mastering at **www.pearsonmylabandmastering.com** (previously know as "Course Compass"). If you did not purchase a book which has an access code bundled with it, you will have to purchase an access code separately. To register with MyMathLab, you will need the following information:

Course name: **MAT 075 - PreAlgebra Spring 2012**

Course ID: **molkenthin77568**

Go to the above website and click on the tab *Student* under "Register". If you already have a Pearson account (you've used MyLab or Course Compass before), enter your user name and password and click *"Sign In"*. If you do not yet have a Pearson account, click on *"create"* under "Create a Pearson Account". **Be sure to remember/record your user name and password. Forgetting your user name and/or password is NOT a valid reason for not completing assignments.** Enter the course ID (see above) under "Enroll in a New Course" then click on *Continue*. If you do not have an access code, you can purchase one now with a credit card by clicking on *Pay with a credit card or PayPal* under Enrollment Options. If you have an access code (inside the cover of a new textbook), you are ready to register, so click *"access code"* under "Select an Option". Enter your six word access code when prompted, click *Next*, and follow the prompts to create your own login name and password.   After you have registered, return to the above website and you can now log in. Go to the *Welcome Page*, click on your course, and then choose the *Installation Wizard* link to make sure your computer has the required set-up and plug-ins. **Technical support** for the company is at 1-800-677-6337, Monday through Friday, 9 am – 6 pm.

GRADING:

	4 One-Hour Exams:	400points (100 each)
	Final Exam (cumulative):	150 points
	Weekly Quizzes:	100 points (10 each)
	MyLab and Mastering	100 points
	Attendance and Participation:	50 points
	Total:	800 points

        Your final grade is the total number of points you have received divided by the total possible number of points. Final grades will be determined using the scale below:

A → 93% and above   **A-** → 90 - 92%

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%

Please note: A letter grade of C or higher is required to advance to MAT*K095. A letter grade of C- or below will **not meet this requirement.**

EXTRA CREDIT: There will be **no** "extra credit" assignments for this course.

ATTENDANCE: Attendance is required and will be taken for each class. An absence is excused ONLY for valid reasons (to be determined by the instructor) and if notification is given **PRIOR** to a missed class (via email, phone message – **not** word of mouth from another student). All absences reported by phone must be followed up with an email. Oversleeping and "colds" are examples that are **not** valid reasons for an absence.
  <u>Also, if you miss a class it is **YOUR** responsibility to get the class notes from another student (refer to your class list) and **BE PREPARED** for the next class meeting (this includes taking the scheduled quizzes).</u>

CLASS CANCELATION: In the unlikely event that a class needs to be canceled by the instructor, you will be notified by the instructor via email as soon as possible on the day of the class cancelation.

HOMEWORK AND QUIZZES: Homework (both from the text and online) will be assigned for every section we cover in the text. It is expected that you complete the online assigned problems by the due date on the assignment, and the homework in the text by the next class meeting.
<u>For the online homework</u>: For most assignments, you will be given one week from the date assigned to complete your online assignment for full credit. Once due dates have passed, most assignments will remain open for one additional week. This will give you the opportunity to complete any missed problems for ½ credit. **Note: Deadlines for online homework will not go beyond the exam date for the exam that covers that material. This means for some sections you may not have a complete week to complete the assignment, or may not have the additional week to receive the ½ credit. All online assignments MUST be completed prior to taking the exam on that material. Watch your MyLab carefully. All assignments are due by 11:00 am on due dates.
<u>For text homework</u>: Keep a separate notebook for your text homework. It is expected homework form your text is completed, or at least reasonably attempted, by the class meeting after it was assigned. For each assignment, put your name, the date, section number and problems assigned at the top of the paper. BE SURE TO CHECK YOUR ANSWERS IN THE BACK OF THE TEXT. Once you complete a problem and have checked it, put a check mark, ✓, next to the problem to show it has been completed and is correct. If you check the problem in the back of the text and it is not correct, re-do the problem. If you are struggling with the assignment, you need to seek out help either from your instructor or the tutor center ASAP! Text homework may be collected at any time, and will be checked during every quiz.
Our expectation is that you are spending 2-3 hours of reading and doing homework for this class for every one hour we meet in class. So, you should expect to spend ***at least* 6-9 hours per week** on this class, every week!
Your in-class quizzes will be testing the concepts emphasized from class that week and your homework assignments. Make-ups for quizzes will be given in <u>extreme situations</u> and if arrangements are made with the instructor **prior** to the class meeting in which the quiz takes place. If you miss a class in which a quiz in given, DO NOT assume you will automatically be able to make up the quiz, it must be approved by the instructor. All make-ups must be completed before the next class meeting after the given quiz. Make-ups for quizzes will not be given if the absence on the quiz date is not an excused absence.
You will be given 12 quizzes throughout the semester, only your top 10 scores will count toward your final grade.

EXAMS: You will have four in-class exams and one final exam. Exams are scheduled for the following dates:
Exam 1: **Tuesday 2/14/12**, **Exam 2: Thursday 3/15/12**, **Exam 3: Thursday 4/12/12**, **Exam 4: Thursday 5/3/12**, **Final Exam: Tuesday 5/15/12.**
This <u>may</u> change (but hopefully not), depending on how we are doing. Make-ups for exams will be given only in **EXTREME** circumstances and if **PREVIOUS** arrangements are made. No exam will be administered prior to the date/time of the scheduled exam and **if you miss an exam, you will receive a grade of 0 (zero)**. All make-ups for exams must be completed before the next class meeting after the given exam.

RETENTION OF PAPERS: Students are expected to retain all graded work until final grades are received.

ACADEMIC DISHONESTY: Academic integrity is essential in all aspects of college coursework and learning. I have zero tolerance for academic dishonesty. It is expected that **YOU** complete all your assigned homework/labs. Communication or collaboration of ANY sort is ABSOLUTEY PROHIBITED during any quiz or exam.   Academic Misconduct is punishable in a number of ways, including a score of a zero on the assignment where the cheating took place, a grade of an F in the course and/or possible censure on your permanent record. All cases of academic dishonesty will be referred to the Academic Honor Council. Do not let yourself come under the suspicion of academic dishonesty.

COURSE OBJECTIVES: This course focuses on basic arithmetic and pre-algebra skills. The topics covered in this course include: whole numbers, fractions, decimals, signed numbers, proportions, percents, algebraic expressions and equations and elements of geometry. **This course is a developmental level course. This course does *not* count toward degree/graduation requirements.

COURSE OUTCOMES:
1. Add, subtract, multiply, divide, raise to powers, compute absolute value, graph on a number line and appropriate use of inequality symbols with signed numbers.
2. Add, subtract, multiply, divide, raise to powers, compute absolute value, graph on a number line and appropriate use of inequality symbols with fractions.
3. Add, subtract, multiply, divide, raise to powers, compute absolute value, graph on a number line and appropriate use of inequality symbols with decimals.

4. Identify proportions
5. Find equivalent ratios
6. Solve proportions
7. Set up and solve application problems using rations and proportions.

8. Calculate perimeters, areas, and volumes of basic geometric shapes using appropriate units of measurement.

9. Solve first degree equations in one variable.
10. Solve basic word problems.

11. Use mathematics terminology effectively in writing and speaking.

ACCOMMODATIONS: Students with learning disabilities should contact the Learning Specialist, Chris Scarborough at 860-892-5751 or cscarborough@trcc.commnet.edu as soon as possible to ensure timely accommodations. Students with physical disabilities should contact Judy Hilburger at 860-383-5420 or via email at jhilburger@trcc.commnet.edu or Matt Liscum at 860-383-5420 or via email at mliscum@trcc.commnet.edu to facilitate accommodations.

CELL PHONE POLICY: All cell phones must be turned OFF or MUTED before entering the classroom and properly placed in a bag or pocket (not left on a desk). Any cell phone ringing or beeping during a class is inappropriate and unacceptable.   Any cell phone use, especially texting, during class is also inappropriate and will not be tolerated. Students found using cell phones in any way in class will be asked to leave and will lose their attendance points for that class period. Cell phones may NOT be used for calculators in class.

The key to success in this course is to attend every class and do all the homework when it is assigned. Ask questions when you have them, either in class or in my office. You will find it much easier to learn the new topics if you consistently keep up with the course material and homework problems!

TENTATIVE SYLLABUS   MAT K075
SPRING 2012

Week of:	Chapter(s):	Topics Covered:
1/19	1.1 – 1.4	Course Introduction
1/24	1.5 – 1.8, 2.1	Whole Numbers, Introduction to Integers, **Quiz #1, Thursday 1/26**
1/31	2.2 – 2.4	Adding & Subtracting Integers, Multiplying Integers **No Classes Thursday, February 2 – College Professional Day**
2/7	2.5	Order of Operations, Catch-up, Review, **Quiz #2, Thursday 2/9**
2/14		**Exam #1 – Chapters 1 & 2: Tuesday 2/14**
	3.1, 3.2	Simplifying Expressions, Solving Equations
2/21	3.3, 3.4, 4.1, 4.2	Solving Equations, Fractions, Factors, Simplest Form **Quiz #3, Thursday 2/23**
2/28	4.3 – 4.6	Multiplying & Dividing Fractions, Adding & Subtracting Fractions, Complex Fractions, **Quiz #4, Thursday 3/1**
3/6	4.7, 4.8	Operations on Mixed Numbers, Solving Equations Containing Fractions, **Quiz #5, Tuesday 3/6** *****No MAT 075 on Thursday 3/8 – Instructor out of town*****
3/13		**Quiz #6, Tuesday 3/13,** Catch-up, Review **Exam #2 – Chapters 3 & 4: Thursday 3/15**
3/20		**No classes – SPRING BREAK**!

3/27	5.1 – 5.5	Decimals, **Quiz #7 – Thursday 3/29**
4/3	5.6, 6.1 – 6.3	Solving Equations Containing Decimals, Ratios, Rates & Proportions, **Quiz #8 – Thursday 4/5**
4/10		Catch-up, Review, **Quiz #9, Tuesday 4/10** **Exam #3 – Chapters 5 & 6: Thursday 4/12**
4/17	7.1, 7.2, 7.4, 7.5	Percent, Applications of Percent, **Quiz #10 – Thursday 4/19**
4/24	9.2, 9.3, 8.3, 8.4	Perimeter, Area & Volume, Rectangular Coordinate System, Graphing Linear Equations, **Quiz #9 – Thursday 4/26**
5/1		Catch-up, Review, **Quiz #6, Tuesday 5/1** **Exam #4 – Chapters 7, 8 & 9: Thursday 5/5**
5/8		Catch-up, Review
5/15		**Final Exam – Tuesday 5/15**

The instructor has the right to change/modify this syllabus at any time with proper notification to the class

Quizzes:	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	

Exams:	1	
	2	
	3	
	4	

Final Exam:	

MyLab:	

A & P:	