

Math 112 Section 0326
PRE-ALGEBRA

Instructor: Gerald D. Daddazio
Semester: Fall 2012

Campus Phone: (818) 364-7600
Instructor Extension: 4280
Email: daddazgd@lamission.edu
CMS 029 Class Limit: 40
CMS 121

Class Meetings: 9:05 am-10:30 am Tuesday, Thursday
Office Hours: 2:05 pm-2:50 pm Tuesday, Thursday

Textbook: Prealgebra, Sixth Edition
Elayn Martin-Gay
Textbook or Access Code is required

Prerequisite: Math 105 with a grade of C or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit
Lecture: 3 units

Student Learning Outcomes

- Perform operations and simplify numerical and algebraic expressions involving integers and rational numbers
- Write linear equations for word problems and solve

Course Objectives: Bridge the gap between arithmetic and algebra. Topics include a review of arithmetic and an introduction to fundamental algebraic concepts.

<u>Topics</u>	<u>Test Dates</u>
1 The Whole Numbers	
2 Integers and Introduction to Solving Equations	#1 Tue, Sep 11
3 Solving Equations and Problem Solving	
4 Fractions and Mixed Numbers	#2 Tue, Sep 25
5 Decimals	
6 Ratio, Proportion, and Triangle Applications	#3 Tue, Oct 16
7 Percent	
8 Graphing	#4 Tue, Nov 6
9 Geometry	
10 Exponents and Polynomials	#5 Tue, Dec 4
Comprehensive Final CMS 029	Tue, Dec 11 10:00 am to 12:00 pm

Additional Important Dates

Sep 7:	Last day to add
Sep 7:	Last day to drop* <u>without</u> a "W" with refund (In Person)
Sep 9:	Last day to drop* <u>without</u> a "W" with refund (Internet)
Nov 16:	Last day to drop* with a "W" (In Person)
Nov 18:	Last day to drop* with a "W" (Internet)
Nov 22-25	Thanksgiving Recess (college closed)
Dec 6:	Last class meeting

IMPORTANT NOTE: Students are expected to attend all scheduled class meetings for the full duration of each session. Failure to do so may result in exclusion from the class. (Eligibility for exclusion is measured in *hours* of absence; *chronic tardiness will result in one full hour or more of absence.*) Instructor should be notified by webmail as soon as possible 24/7 in case of emergency regarding attendance. However, in any case, it is the **student's responsibility** to drop* the class if the student wishes to no longer be enrolled.

More detail: If you stop attending this class (or wish to drop this class), **YOU MUST DROP THE CLASS YOURSELF – OFFICIALLY – on or before November 18, 2012 (Internet). Failure to do so may result in a grade of "F" in the class.**

GRADES

Final grades will be determined from the Test scores and the Final Exam score as follows:

Each Test has weight 13.2%. The Final Exam has weight 34%.

Course Letter Grade will be determined from the overall course percentage grade as follows:

A: at least 90% B: less than 90% but at least 80% C: less than 80% but at least 65%
D: less than 65% but at least 50% F: less than 50%

Classroom Etiquette

Students are expected to conduct themselves civilly at all times when in the classroom. **There will be zero tolerance for class disruptions:** once the class session has begun, there will be no leaving and re-entering the room to tend to cell phones *or for any other reason*. Students should make any restroom visits prior to the scheduled class time.

Failure of a student to conform to the preceding reasonable guidelines for adult behavior will result in the student's being referred to the appropriate college authority for implementation of disciplinary action as described in the College Catalog under **STANDARDS OF STUDENT CONDUCT AND DISCIPLINARY ACTION.**

Additional Items of Class Policy

- Cell phones *must be turned off and put away* for the full duration of each class session
- No headphones
- Students are expected to arrive on time (*choose a class that fits your work schedule*)
- Students are expected to take notes and do all assignments in a *dedicated* notebook
- Use only pencil for Tests

Assignments, Communication, Tests and other Matters

The main functions of Assignments are:

- Form the basis of our class discussions
- Give students the opportunity to ask specific questions
- Illustrate the types of questions to be expected on our Tests and Final
- Keep pace so that the entire curriculum is covered uniformly over the semester

Assignments must be completed on time in a *dedicated* notebook which must be brought to each class session. They will not be graded or even collected.

Communication between student and instructor is vital to the smooth functioning of the class. Instructor should be notified **as soon as possible 24/7** by webmail in the event of any emergency affecting class attendance. If a response is desired or appropriate, a reply will be sent within 24 hours except on weekends or holidays. Furthermore, the student's active email address must be entered into the Student Information System in order for the student to be able to receive important Mass Emails from the Instructor as well as from Mission College.

Students are expected to **arrive on time** and **remain in the classroom** for the full duration of each class session. Attendance will be taken at the beginning of each class session. **Leaving and re-entering the classroom after the session has begun will not be permitted for any reason.** Restroom visits and cell phone usage will be limited to before class. Cell phones are not permitted to be used as calculators in class. **No calculators of any type are permitted for our Tests.**

All Tests will begin promptly at the beginning of the class session on the scheduled date appearing on the class syllabus, so students are advised to arrive a little earlier on Test days. No make-up Tests will be given. The time allowed to work will already have been written on the board prior to the distribution of Tests. **There will be no extra time for late arrivals.** All of our Tests will consist almost exclusively of free response questions. A correct answer is only of secondary importance. What does matter is the **clarity and logic of your reasoning *as expressed in your written steps* leading from the stated question to whatever answer you arrived at.** The amount of the deduction from the full value of the question will match the type of error made. The full values of all questions and parts will always add up to exactly 100. *Thus the score appearing on a graded Test will always be a percent, enabling students to easily keep track of their progress throughout the semester, right up to the comprehensive course Final.* **A special area has been set aside near the end of the class syllabus to enter your Test scores as your graded Tests are returned to you.**

Math Tutoring is available in the Learning Resources Center (LRC). You should visit it in time to get assistance with the first assignment and subsequently for each assignment and Test preparation. ***Please clearly understand that use of the LRC is in addition to scheduled class sessions and not instead of them.***

Disability Accommodation

Students with a verified disability who may need a reasonable accommodation(s) for this class are encouraged to notify the instructor and contact the DSPS Office or the Office for Special Services **as soon as possible**. All information will remain confidential.

District Academic Dishonesty Policy

Violations of *Academic Integrity* include, but are not limited to, the following actions: cheating on an exam, plagiarism, working together on an assignment, paper or project when the instructor has specifically stated students should not do so, submitting the same term paper to more than one instructor, or allowing another individual to assume one's identity for the purpose of enhancing one's grade.

Suggestions for Success in the Course

- Ask questions in class
- Make sure you *understand every error or omission* made on a Test question *and include in your notebook a correct version such as* from presentation in class
- Use your **cumulative** notes to prepare for **every** Test
- Make consistent use **throughout** the semester of the resources available in the LRC

Financial Aid

If you need help paying for books and other college expenses, call the Financial Aid Office at
(818) 364-7648
or see them in the Instructional Building, Administration Wing
<http://www.lamission.edu/financialaid>

TEST SCORES

NOTES/REMINDERS

Addendum on MyMathLab

As stated in the class syllabus, a *hardcopy of the **Textbook** or an **Access Code** is **required** for this class. **This is needed to perform the first class assignment as well as each subsequent one.** Each assignment written on the board will be indicated by page numbers. The following is only for those students opting for an Access Code (which can be purchased at the bookstore). It will discuss how to locate any page in the book with any device which can be connected to the internet. Any page thus obtained will be an exact replica (but with more options than a hardcopy for viewing, printing, etc.) of the same page in the hardcopy of the textbook. The following steps will get you to any desired page number in the book:*

- Go to www.coursecompass.com (This brings up *MyLab / Mastering*)
- Click the *Student* button under *Register* in the upper-right area
- Enter *daddazio71801* for *Course ID*, then click the *Continue* button
- As soon as you are signed in, click *fall 2012 math 112*
- Click the *Course Home* button on the upper left
- Click *eBook / Videos*
- Click *Chapter 1: Whole Numbers and Introduction to Algebra*
- Click *Chapter Opener*
- Click the *Yes* button in the dialog box to answer the question *Do you want to close this window?*
- Click the *white box* in the upper right area
- Press the *home* key on your computer keypad, then press the *delete* key on your computer keypad to clear the white box
- Type in the white box whichever page number in the book you desire, then press the *enter* key on your computer keypad

Although the following content is related to our course curriculum, it is optional in that it is not part of our assignments; but it is highly recommended because it may assist you with Test preparation as well as preparation for the Final. Right after performing the 6th bulleted item down, click *How do I enter answers?* This will bring up an excellent video which provides a very thorough and clear explanation of all that is needed to take full advantage of this additional study aid. You may then perform any of the provided items (*Homeworks, Quizzes, etc.*) as many times as you wish, each with no time limit, whenever you wish, without any penalty, right up to midnight of our last class session Thursday, December 6, 2012. **Note that our comprehensive 2-hour Final begins promptly at 10:00 am the immediately following Tuesday, as shown in the class syllabus.**

Addendum due to department email sent August 21, 2012, after syllabus had already been posted on instructor's webpage the preceding day

Class repetition: Students are limited to three attempts at passing a course with a "C" or better. Any letter grade or "W" counts as an attempt. And this rule is retroactive. This means for example that if a student got a "W" and a "D" in Math 112 two years ago, he has one more chance to pass before he is prevented from enrolling in Math 112.

Faculty Advising: To better help students plan their path through the math curriculum, Debby Wong, Dr. Malki, Carole Akl and the department chair are each dedicating one hour of their scheduled office hours to meet with students. Advising times will be posted in the department and on the faculty offices.