Math 112 - Prealgebra - Fall 2013
TTh 12:20PM-1:45PM - CMS 20

Instructor:	Roula Dakdouk
Section:	0331
Office Hours:	MWF 10:15AM – 10:40 AM, TTh 1:45PM – 2:50PM, TTh 5:35PM – 7:00PM, or by appointment
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Course ID:	2316

Prerequisites:
Math 105 with a grade of "C" or better, or appropriate skill level demonstrated through the Math assessment process, or by permit.

Textbook:
Basic Mathematics with early integers, by Charles P. McKeague. The textbook is **highly recommended** as you will be using it to study and do problems in class. The cost of the textbook is expected to be $62.25 in the bookstore. The access code for xyz homework will be packaged with the new textbook sold in the bookstore.
We will be covering few sections from another textbook. These sections can be accessed freely through MathTV.com if you purchase the access code online or a new textbook from the bookstore.

Description:
This course will prepare you for Elementary Algebra. It is a review of arithmetic and an introduction to basic algebraic concepts. Topics include operations on the set of integers, fractions and decimals; algebraic expressions, solving equations, word problems involving integers, fractions and decimals; ratios, proportions and percents; and an introduction to geometry.

Student Learning Outcomes:
By the end of the course, the successful student will be able to:
1. Perform operations and simplify numerical and algebraic expression involving integer and rational numbers.
2. Write linear equations for word problems and solve.

Calculators:
Calculators will not be allowed on exams pertaining to chapters R, 1 to 4, and 9. Calculators will be allowed on exams on some problems pertaining to chapters 5 through 8. Only scientific calculators are allowed. No graphing calculator, cell phone, nor hand held computers are allowed on a test.

Tutoring: If you have questions and cannot make it to office hours, or you just like to get more help, free math tutoring is available M-Th from 11am – 7pm in LRC 215. Videos solutions for problems from each section are available through xyz homework online system and through mathtv.com.

Homework and Quizzes:

- Students enrolled in this section of Math 112 are required to register with xyz homework online program and enroll in my section **course ID 2316** to complete the required online homework and quizzes. The access code for xyz homework will be packaged with the new textbook sold in the bookstore. Students may purchase the access code for xyz homework separately online at www.xyzhomework.com after they register as new students.

- All homework and quizzes will be given through xyz homework. Student should work on their homework as each section is completed in class. For each chapter quiz, students are allowed to retake the quiz. Students must complete all online homework and chapter quiz by the stated due date shown online. Since xyz homework does not grade each step of students' work, it is important that students write down their solving steps clearly on paper in order to identify the mistakes made. All xyz homework scores will be automatically transferred to the instructor after students hit the submit button. **No late homework and chapter quiz will be accepted**.

Final:
You are required to take the final exam to pass the class. The final is cumulative and will be on Tuesday, December 10 from 12:30 – 2:30 PM.

Exams:
There will be five exams. They are all free response. Students are not allowed to use notes during exams. The tentative testing schedule is given in the timeline. The lowest exam score will be dropped.

Lab:
We will have 5 labs. The labs will be done in CMS 120 or 122 during the last 30 to 40 minutes of the class. I will be available to assist you during the lab. You should finish the lab before you leave the class. This is a great practice for you and it will help you understand the material covered in class better.

Grading:
Final grades will be based on:
▪ Best 4 out of 5 in class tests (The lowest test score will be dropped) – 52%
▪ 1 comprehensive final exam – 26%
▪ Online Quizzes – 8%
▪ Homework – 10%
▪ Lab – 4%

Your grade in the course is determined according to the following scale:
A: 90% to 100% B: 80% to 89% C: 70% to 79% D: 55% to 69% F: below 55%

For borderline cases attendance, participation, and level of improvement on the final are considered.

THERE WILL BE NO MAKE-UP EXAMS UNDER ANY CIRCUMSTANCES!
NO LATE HOMEWORK WILL BE ACCEPTED EITHER.

Attendance:
Regular and punctual attendance is expected from all of us. Unlike most other courses, missing just one mathematics class will immediately place you at a disadvantage because it is difficult, if not impossible, to catch up on the missed material by yourself. You are responsible for all material presented and discussed in every class meeting. Absences of a total of 3 class meetings may result in excluding students from class. Students themselves are responsible for dropping a class they no longer attend; failure to do so may result in a grade of F.

Withdrawals:
If you wish to drop the class, you must do so in person on or before Friday, November 15, 2013 or on the internet on or before Sunday, November 17. Failure to drop the class may result in a grade of "F" in the class.

Cell Phones:
Please turn off your phones before coming to class. Class time is for learning mathematics, not for personal or business calls.

Cheating:
Any form of academic dishonesty will not be tolerated. If caught, you may be given a zero for that particular exam or quiz. The event will be reported to the Math Department Chair who will forward the report to the VP of student services for disciplinary action which may include suspension or expulsion.

Student Conduct:
Students are expected to adhere to all school policies as described in the Schedule of Classes. Any infringement upon the rights of the other students in the class, such as talking or disruptive behavior will not be tolerated.

Miscellaneous:
To be successful in this and any other math class, expect to spend <u>at least</u> two hours for every class hour. The majority of learning that you do in college courses takes place outside of class. What you get out of this class will depend on how much you put into it. Mathematics is not a spectator sport, you have to put in the work to see the results!

A new state policy in effect as of Summer 2012 limits students to **3 attempts per course**. Receiving a grade or "W" for a course counts as an attempt, **regardless of when the course was taken**. Withdrawal by February 18, 2013 (avoiding a "W") will not count as an attempt.

<u>Important Dates for Fall 2013</u>

Last day to add classes:	Friday, September 6
Last day to drop without a "W":	Sunday, September 8
Last day to petition for credit/no credit:	Friday, October 4
Last day to drop with a "W":	In person: Friday, November 15, On the internet: Sunday, November 17
Final Exam:	Tuesday, December 10 from 12:30 – 2:30 PM

Resources Available to Students at LA Mission College:

- **Bookstore:** For hours of operation, book availability, buybacks, and other information call (818) 364-7798 or 364-7768 or visit: http://eagleslanding.lamission.edu/

- **Counseling Department:** For appointments and information call (818) 364-7655 or visit https://www.lamission.edu/counseling/

- **Disabled Students Programs and Services:** For appointments and information call (818) 364-7732 or visit http://www.lamission.edu/dsps/

- **Extended Opportunity Programs and Services**: For appointments and information call (818) 364-7645 or visit http://www.lamission.edu/eops/

- **Financial Aid:** For information and applications call (818) 364-7648 or visit http://www.lamission.edu/financialaid/

- **Library:** For information on library hours, resources, workshops, and other services contact (818) 364-7105 or 364-7106 or http://www.lamission.edu/library/

- **Tutoring Services in Learning Center:** Laboratories for Learning, Writing, Math & Science. Walk-in and appointment services offered. Call (818) 364-7754 or visit http://www.lamission.edu/learningcenter/

- **Tutoring Lab & Math Center:** Free Math tutoring, computer and internet access. Call (818) 364-7811 or visit http://www.lamission.edu/mathcenter/

- **STEM Program:** For those interested in pursuing a science, technology, engineering and math, please call the STEM counselor Marina Sangkavichai at (818) 833-3425 or visit http://www.lamission.edu/stem/

Success and Study Tips:

1. **Attend class--** Choose to attend all class periods on time and don't leave early. If you are absent on a day that a quiz is given, you lose the points for that quiz. Also, knowledge in any math class is extremely cumulative. What you miss one day will continue to hurt you throughout the rest of the course.

2. **Pay attention--** Pay attention in class, participate in class discussions, and ask questions. The instructor regularly gives away tips for exams and quizzes, so make sure you take note of them.

3. **Do all homework--** Do or attempt all homework not for the sake of just doing it, but trying to understand the concepts, learning them in the process. "Practice makes perfect" applies not only to music and sports, but also in mathematics. Be sure to schedule sufficient time to complete your assigned tasks before the next class period.

4. **Get help--** Know how to get help if you need it. Consult instructor during posted office hours. These hours are for you to visit me and ask questions and express any concerns you have. Use the

resources available to you for free (especially the Math Center which provides drop-in Math tutoring).

5. **Keep up with all work--** Getting behind will "snowball" on you very rapidly. Do your homework on a daily basis.

6. **Study math everyday--** Don't leave all the work until the weekend. No one can "digest" so much math all at once, no matter how much time you spend trying. Math is best studied in bite-sized, digestible pieces. That means studying a few hours every day.

7. **Read the text--** Reading your math text should be done slowly and carefully… it doesn't read like a novel or a magazine. It is important that you learn the language of math; you cannot succeed in any math course without learning to express yourself in that language. Only by reading your text carefully and regularly can you learn it. Also, make sure to check the additional resources available at the beginning or the end of the textbook.

8. **Get Organized--** Organize your class materials, including homework assignments, graded quizzes and tests, notes and any worked out review problems. These items will make valuable references when studying for upcoming tests and the final exam.

9. **Find other students to study with**. Group work can be very productive, and is very much encouraged. You'll be given opportunity to work in a group so exchange email and phone numbers with a couple of students in the class.

   Name:_____ Email:_____ Phone:_____

   Name:_____ Email:_____ Phone:_____

10. **Strive for understanding not just remote memory**. Understanding greatly enhances your ability to comprehend later material. Memory is unreliable, and temporary. Understanding is intense, never lost…and exciting!

Fall 2013 Math 112 Tentative Timeline

Week	Date	Tuesday	Thursday
1	Aug 27 / Aug 29	Intro + R.1 to R.4	R.5 to R.7
2	Sep 03 / Sep 05	1.1 to 1.3	1.4 to 1.6
3	Sep 10 / Sep 12	**Ch R&1 Test** (No Calculator)	2.1 to 2.3
4	Sep 17 / Sep 19	2.4, 3.1 to 3.2	3.3 to 3.5(Complex Fractions),
5	Sep 24 / Sep 26	**Ch2&3 Test** (No Calculator)	4.1 to 4.2
6	Oct 01 / Oct 03	4.3 to 4.4	4.5 to 4.6
7	Oct 08 / Oct 10	5.1 to 5.2	5.4 to 5.5
8	Oct 15 / Oct 17	5.6(Congruent & Similar triangles)	**Ch4&5 Test** (limit use of Calculator)
9	Oct 22 / Oct 24	6.1 to 6.2	6.3 to 6.5
10	Oct 29 / Oct 31	6.6, 7.1	7.3
11	Nov 05 / Nov 07	**Ch6&7 Test**	8.1 to 8.3
12	Nov 12 / Nov 14	8.4, 9.1	9.2 to 9.3
13	Nov 19 / Nov 21	9.4 to 9.5	9.5, Graphing sections(PreAlgebra book)
14	Nov 26 / Nov 28	Exponents & Polynomials(PreAlgebra book)	***Thanksgiving (no class)***
15	Dec 03 / Dec 05	**Ch8,9, Graphing/ Polynomials Test**(limit use of Calculator)	Final Review
16	Dec 10 / Dec 12	**Final Exam (12:30-2:30pm)**	No Class

xyz homework ~ *Getting Started Guide for Students*

Before you begin, make sure you have the following:

- Course ID Provided by your instructor
- Student Access Code Free with purchase of a new XYZ textbook. Each code may only be used by one person. You will be asked to provide your code when you create your account. Once your code is verified, you will not be asked for it again.

This guide provides easy-to-follow steps for registering as a new student, enrolling in a new class, and taking an assessment on XYZ Homework. For more information and assistance, consult www.xyzhomework.com/support.

Register as a New Student

Step 1 Click the Register as a New Student button.
Step 2 Enter the required fields, which includes your Student Access Code.
Step 3 Click the box beside the Terms of Use link.
Step 4 Click Register.
Step 5 The system will take you back to the home page where you can log in with your new username and password.

Enroll in a New Class

Step 1 Log in with your username and password on the home page.
Step 2 Click Enroll in a New Class.
Step 3 Enter the Course ID provided by your instructor.
Step 4 Click Enroll Now.
Step 5 The course name will now show up under Courses You're Taking.
Step 6 Click on the course name to access your class.

Take an Assessment (all homework assignments are called "assessments)

Step 1 Click on the assigned block (e.g., chapter or section name) to expand and access your assessments.
Step 2 Click on an assessment title.
Step 3 Your assessment will appear in one of three ways (set by your instructor):
- Full Assessment: You may see all the questions at once.
- One at a time: You may have to answer one question before proceeding to the next.
- Full Assessment, submit one at a time: All questions will display on the left of your screen, but only one question is available to answer at a time. You can skip around between questions by clicking on each link.

Step 4 Answer each question by entering the correct information and then click Submit. The system will display your score for each part of the question answered.
Step 5 Click Next Question to continue.

Navigate the Course Page

- Complete assessments assigned by your instructor.
- Access messages and forums to communicate with your classmates and instructor.
- Access the course calendar to keep track of assessment dates.
- Access the gradebook to keep track of your assessment scores.
- Contact XYZ Homework Support, or click on the Help link for further assistance.

The above *Getting Started Guide* can be found at this webpage:

http://www.xyzhomework.com/media/xyzhomework_getting_started_guide_student.pdf