Syllabus for: Math 272 *Arithmetic for College Prep*

Semester & Year:	Fall 2014
Course ID and Section Number:	Math 272-E6779
Number of Credits/Units:	Non-Credit
Day/Time:	Tu/Th 6:05-8:10pm
Location:	SCSC 214
Instructor's Name:	Sandy Lynn
Contact Information:	**Office Hours**: ½ hour before and after class **Phone**: TBA **Email**: sandy-lynn@redwoods.edu

Course Description: A noncredit, basic skills course, as entry-level preparation for college mathematics. Topics include addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals, with an emphasis on critical-thinking and problem-solving. Includes applications of proportions and percents, measurement unit conversion, and averages. Communication of mathematical ideas is integral to the course. The use of scientific calculators will also be introduced.

Student Learning Outcomes:
1. Add, subtract, multiply, and divide whole numbers, fractions, decimals.
2. Use the algebraic order of operations to simplify expressions.
3. Apply mathematical operations to real-life situations.
4. Estimate and assess reasonableness of answers.

Special accommodations: College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodations document to me as promptly as possible so that necessary arrangements can be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please see me or contact Disabled Students Programs and Services.

Academic Misconduct: Cheating, plagiarism, collusion, abuse of resource materials, computer misuse, fabrication or falsification, multiple submissions, complicity in academic misconduct, and/ or bearing false witness will not be tolerated. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Students caught plagiarizing or cheating on exams will receive an "F" in the course.

The student code of conduct is available on the College of the Redwoods website at: http://redwoods.edu/District/Board/New/Chapter5/AP%205500%20Conduct%20Code%20final%2002-07-2012.pdf

Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods homepage.

College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.

Math 272 Grading:

Since this class does not carry college credit, your performance in this class will not affect your grade point average at CR. However, our goal for this class is for you to gain the skills and understanding that will enable you to go to the next level, namely the Pre-Algebra course. With that in mind, I will be giving you scores on your homework, quizzes, and exams, and there will be a comprehensive final exam at the end of the class. Using these scores as a guideline I will determine whether or not you are ready for Pre-Algebra.

Homework: 10%
Quizzes: 15%
2 Mid-Term Exams: 30% (15% each)
Final Exam: 40%
Participation/Effort 5%

Homework: There will be homework assigned every class meeting, and it will be due the following meeting. There are three possible scores:
    2 points: At least half of the problems have been attempted, all supporting work is shown in an organized manner, your name and assignment are clearly labeled.
    1 point: Some work is done well, but not enough to get full credit
    0 points: Not turned in, or more than one week late
    Late Papers: I will allow late papers up to one week late. After that, no credit

Attendance: I will be taking attendance every class meeting at 6:05, and again after the break. I am expected to report all attendance according to the *number of minutes* that a student is attending, and I expect you to be there for the full time the class meets. If you miss a class or need to leave early, I expect to hear from you.

Quizzes: There will be a quiz given at the end of class most Thursdays, except when we have a midterm. The quizzes are designed to take about 10 to 20 minutes and will cover the material since the last quiz. Your worst quiz score will be thrown out, so that means that you can miss one quiz, or bomb one quiz and it will not affect your overall score. *There will be no make-up quizzes given.*

Exams: There will be two hour-long midterms and a comprehensive final. If you miss a midterm I expect to hear from the hospital or the police station, and then we can work out how you can make it up.

Note: This syllabus is subject to change during the semester as I see fit. I will always inform you in writing of any such changes, and in a timely manner.

Math 272 Syllabus Pages 3-4

Textbook: We will be using the textbook for Math 276 (PreAlgebra). This can be found online at the following site: http://mathrev.redwoods.edu/PreAlgText

This includes answers to the odd numbered problems, and there is also a solutions manual that includes worked-out problems.

I will be supplementing the text with some of my own additions, and also changing some of the assignments so that they do not include negative numbers. I will be giving out supplemental handouts in class accordingly, and posting them on MyCR.

Many students find that they also want a printed version of the textbook and/or solutions manual. Printed versions can be purchased from the CR bookstore or directly from lulu.com:

   purchase the textbook from lulu.com ($20 plus shipping)

   purchase the solutions manual from lulu.com ($20 plus shipping)

Working Ahead: There may be times when you feel that you already know the material, or that you have learned it very quickly and have time to do more. I invite you to work ahead as far as you would like, but you will still need to come to class every meeting, and take the midterms and final with the rest of the class. You may use class time to work on your own in the back of the class.

Computer Access:
You will need computer access for email, and to access the **MyCR** website. You should have a MyCR account already, so please let me know if you do not know how to access **MyCR**. I will be communicating to the whole class via **MyCR** as well as posting handouts.

Calculator: You will need a calculator by the time we cover decimals (after the first midterm – see the calendar on the next page). This must be a *SCIENTIFIC* calculator (one with a memory, a fraction key, a squaring and square root key, an exponential key plus other functions). You can find them at most pharmacies, Target, or K-Mart for under $20.

Course Calendar

Day	Date	Topics
Tue	**8/26**	Introduction to Math 272
Thu	**8/28**	1.1, 1.2 An Introduction to Whole Numbers, Adding and Subtracting Whole Numbers
Tue	**9/2**	1.3 Multiplying and Division of Whole Numbers
Thu	**9/4**	1.4 Prime Factorization
Tue	**9/9**	1.5 Order of Operations
Thu	**9/11**	Estimating/reasonableness of answers
Tue	**9/16**	4.1 Equivalent Fractions
Thu	**9/18**	4.2, 4.3 Multiplying Fractions, Dividing Fractions
Tue	**9/23**	4.4 Adding and Subtracting Fractions
Thu	**9/25**	4.5 Multiplying and Dividing Mixed Numbers
Tue	**9/30**	4.6 Adding and Subtracting Mixed Numbers
Thu	**10/2**	Rounding mixed nos, Review
Tue	**10/7**	Midterm 1
Thu	**10/9**	5.1 Introduction to Decimals (**Note**: You will need a Scientific Calculator**)
Tue	**10/14**	5.2 Adding and Subtracting Decimals
Thu	**10/16**	5.3 Multiplying Decimals
Tue	**10/21**	5.4 Dividing Decimals
Thu	**10/23**	Order of operations with decimals and fractions (4.7)
Tue	**10/28**	5.5 Fractions and Decimals
Thu	**10/30**	6.1, 6.2 Introduction to Ratios, Rates, and Proportion
Tue	**11/4**	6.3 Unit Conversion: American System
Thu	**11/6**	7.1 Percent, Decimals, Fractions
Tue	**11/11**	Review
Thu	**11/13**	Midterm 2
Tue	**11/18**	7.2 Solving Basic Percent Problems
Thu	**11/20**	Reading graphs
Tue	**11/25**	Calculate mean, median, mode
Thu	**11/27**	
Tue	**12/2**	Review
Thu	**12/4**	Review
Tue	**12/9**	**Final** ***** NOTE: 5:30-7:30pm !!! *****