

Syllabus for Math 301 – Prealgebra Review – Del Norte Site		
Semester & Year	Summer 2016	
Course ID and Section #	Math 301 Section 041820	
Instructor's Name	Amber Buntin	
Day/Time	Mon - Wed 9:50am-12:50pm	
Location	DM 15 (lecture) DC 1 (computer lab)	
Number of Credits/Units	1 unit	
Contact Information	<i>Office location</i>	E2
	<i>Office hours</i>	BY APPT (email me)
	<i>Phone number</i>	707-465-2316
	<i>Email address</i>	Amber-Buntin@redwoods.edu
Textbook Information	<i>Title & Edition</i>	None
	<i>Author</i>	
	<i>ISBN</i>	
Course Description		
<p>As stated in CR's catalog: A review course covering material from Math 376 (Prealgebra). This review course is designed for students preparing to place into Math 380 (Elementary Algebra). Content will include: review of arithmetic operations involving fractions, decimals, and signed numbers; review of problem-solving strategies for problems involving ratios, percents, and geometry; review of basic algebra concepts; review of techniques for simplifying algebraic expressions and solving linear equations.</p>		
Student Learning Outcomes		
<ol style="list-style-type: none"> 1. Demonstrate the skills required to pass the placement exam for entry into Elementary Algebra. Skills to be assessed include: operations with rational numbers, solving algebraic equations, and basic geometry. 		
Special Accommodations		
<p>College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will 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. Students may make requests for alternative media by contacting DSPS at 707-464-2352.</p>		
Academic Support		
<p>Academic support is available at Counseling and Advising and includes academic advising and educational planning, Academic Support Center for tutoring and proctored tests, and Extended Opportunity Programs & Services, for eligible students, with advising, assistance, tutoring, and more.</p>		

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Academic Honesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProceduresev1.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 website.

Disruptive Classroom Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; physically or verbally abusive behavior. In such cases, where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, he or she may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at:

www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProceduresev1.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 website.

Emergency Procedures for the Del Norte campus:

Please review the campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). The Crescent City campus emergency map is available at (<http://www.redwoods.edu/District/Maps/dnmap.asp>). For more information on Public Safety, go to <http://redwoods.edu/safety/> In an emergency that requires an evacuation of the building:

- Be aware of all marked exits from your area and building.
- Once outside, move to the nearest evacuation point outside your building:
- Keep streets and walkways clear for emergency vehicles and personnel.
- Do not leave campus, unless it has been deemed safe by the campus authorities.

RAVE – College of the Redwoods has implemented an emergency alert system. In the event of an emergency on campus, you can receive an alert through your personal email, and/or phones at your home, office, and cell. Registration is necessary in order to receive emergency alerts. Please go to <https://www.GetRave.com/login/Redwoods> and use the “Register” button on the top right portion of the registration page to create an account. During the registration process you can elect to add additional information, such as office phone, home phone, cell phone, and personal email. Please use your CR email address as your primary Registration Email. Your CR email address ends with “redwoods.edu.” Please contact Public Safety, [707-476-4112](tel:707-476-4112), security@redwoods.edu, if you have any questions.

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 301 – Prealgebra Review (for Placement into Math 380)

M -W – 9:50-12:50pm – DM 15 Lecture, DC 1 Computer Lab
Course number 041820

Assistant Professor

Amber Buntin, Mathematics Department

Phone: 707-465-2316 Email (Preferred): amber-buntin@redwoods.edu

Course webpage: <http://mathrev.redwoods.edu/mathjam/>

Course Description

As stated in CR's catalog: A review course covering material from Math 376 (Prealgebra). This review course is designed for students preparing to place into Math 380 (Elementary Algebra). Content will include: review of arithmetic operations involving fractions, decimals, and signed numbers; review of problem-solving strategies for problems involving ratios, percents, and geometry; review of basic algebra concepts; review of techniques for simplifying algebraic expressions and solving linear equations. This is a credit/no credit course based on attendance.

Classroom Environment and Attendance

It is essential to our class that both the students and teacher behave in a manner that will provide a comfortable learning atmosphere. Be respectful of one another. You should not hesitate to ask questions nor feel embarrassed to ask for help. Please be on time and prepared with your headphones put away and cell phones turned on silent. Texting will not be tolerated. You are expected to arrive on time and to leave when the class is dismissed. Arriving late or leaving before class is dismissed is disruptive and disrespectful to your fellow students as well as your teacher. You must attend all six days of class in order to pass the course.

Course Learning Outcome

1. Demonstrate the skills required to pass the placement exam which will allow the student to enroll in the proper level of mathematics. This will be assessed at the end of each module. These assessments will include: operations with rational numbers, solving algebraic equations, and basic geometry.

Required Materials

Please come to class daily with a composition notebook or lined paper, a binder, a basic calculator, and pencil and eraser. Bring a laptop if you have one you'd like to use to complete the online review assignments.

Course Work

Math Jam Webpage:

<http://mathrev.redwoods.edu/mathjam/?s=course&r=301-Elementary-Algebra-Review>

The course will proceed as follows:

- This review course is broken up into 6 modules (We will cover about one module a day) which are listed on the Math Jam Review page linked above.
- Each module has 2 or 3 skills (labeled A, B, ...) to be reviewed.
- Each skill has a PDF text file, with examples, explaining that particular skill.
- Each skill has some exercise sets for practice available on [OPTIMATH](#), our online testing system.
- After reviewing and practicing each skill within a module, complete the Module Completion Quiz available on [OPTIMATH](#).

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 accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will 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. Students may make requests for alternative media by contacting DSPS.

Canvas

I will often send communications via canvas. You are expected to check your canvas messages and course announcements etc daily. I may use our course canvas page to post documents, handouts, review worksheets and much more. Be sure to turn on your notifications if you'd like to be notified about changes to the canvas page.

Link to Canvas: <https://redwoods.instructure.com/>

Optimath Information

Optimath is a FREE online homework/testing system that is used in the College of the Redwoods Math Department and also has practice assignments available to anyone!

Computer System Requirements:

If you plan to complete assignments on a personal computer (desktop or laptop), you will need to make sure your computer is set up properly to submit assignments.

If you are using a PC, you should use Firefox or Internet explorer and **NOT chrome**. If you are using a Mac, you should use Safari to complete Optimath quizzes.

If you have trouble opening/ending assignments, please read the following more detailed page about **system requirements**: <http://msenux2.redwoods.edu/online/sysreq.html>

Logging In:

Below is a link to take your OPTIMATH quizzes:

<http://msenux2.redwoods.edu/optimath>

Username: the first letter of your first name + last name+last three of your student ID. For example, mine would be abuntin502 (same as your myCR username)

Password: full 7-digit student ID WITH any leading zeros.

***If you have any **trouble logging in**, let me know me right away. You get 10 login attempts before the system locks you out (message me in CANVAS if this happens and I can unlock it). If you have used OPTIMATH in the past, your password will be same as it was when you used it (some students have changed their passwords).

Link to HELP page

This page (<http://msenux2.redwoods.edu/online/optimathinfo.html>) has information about everything from **logging in, to syntax and even specific system requirements** needed in order to use optimath on your personal computer.

Troubleshooting Issues:

***If you encounter **issues with the OPTIMATH quiz itself on a home computer** you should send me a CANVAS message with the following info:

- 1) What is the problem you are encountering? Quiz won't end, can't type answers, etc
- 2) What type of computer? Mac or PC
- 3) Internet Browser? Firefox, Safari, or Internet Explorer (recall, it won't work on chrome)
- 4) Check, is your adobe reader up to date?

***** Syllabus Subject to Change *****
