Syllabus for Math 276/376 – Pre-Algebra - Eureka Campus		
Semester & Year	Spring 2017	
Course ID and Section #	MATH-276-E1108 (non-credit, 0 units) and MATH-376-E2324 (4.0 units)	
Instructor's Name	Phil Zastrow	
Day/Time	Tuesday, Thursday, Friday 1:15PM-2:30PM	
Location	SC 214	
Number of Credits/Units	MATH-276-E3161 (non-credit, 0 units) and MATH-376-E3160 (4.0 units)	
Contact Information	*Office location*	SC 216G
	Office hours	Tuesday and Thursday 1:30 PM – 2:00 PM or by appointment
	Phone number	Prealgebra Textbook Second Edition: 2012-2013
	Email address	Phil-Zastrow@redwoods.edu
Textbook Information	*Title & Edition*	College of the Redwoods Math Dept.
	Author	Textbook and Solutions Manual: http://msenux2.redwoods.edu/PreAlgText A limited number of printed copies are also available for reserve in the Library
	ISBN	N/A

Course Description

Math 276: A non-credit course, including a comprehensive review of arithmetic involving whole numbers, fractions, decimals, and signed numbers. Students will solve problems involving ratios, proportions, percents and geometry. Basic algebra concepts and techniques such as variables, simplifying expressions, solving equations will also be introduced. Problem solving, estimation and the communication of mathematical ideas are an integral part of the course. Use of a scientific calculator will be introduced.

Math 376: A comprehensive review of arithmetic involving whole numbers, fractions, decimals, and signed numbers. Students will solve problems involving ratios, proportions, percents and geometry. Basic algebra concepts and techniques such as variables, simplifying expressions, solving equations will also be introduced. Problem solving, estimation and the communication of mathematical ideas are an integral part of the course. Use of a scientific calculator will be introduced.

Student Learning Outcomes

Students should be able to do as a result of taking this course:

1. Evaluate and simplify numerical and algebraic expressions involving integers and rational numbers.
2. Solve linear equations.
3. Write linear equations for word problems and solve.

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 at 707-476-4280.

Academic Support

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.

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/or exam 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: http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services, and scroll to AP 5500. 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; and 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: http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services and scroll to AP 5500. 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 Eureka campus:

Please review the campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). The Eureka **campus emergency map** is available at: (http://www.redwoods.edu/aboutcr/Eureka-Map; choose the evacuation map option). For more information on Public Safety, go to http://www.redwoods.edu/publicsafety. 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 Incident Commander or campus authorities. (CR's lower parking lot and Tompkins Hill Rd are within the Tsunami Zone.)

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 at 707-476-4112 or 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.

Attendance

In algebra, each new concept is dependent upon a previous set of concepts. Thus to really succeed in a math class you need to attend every class meeting because missing one class will surely cause a hole in the sequence. But if you have to miss class, make arrangements with a fellow student beforehand to get any notes or materials covered that day. Remember, you are responsible to learn the material for each class period even if you can't attend, but active class participation will contribute positively to your course grade and increase your skill.

Check the course website on Canvas to keep up with class lecture materials if you are unable to attend. Attendance is taken at each meeting. Missing too many classes may cause you to be dropped from the course, but *do not* assume that you will be dropped. If you are no longer attending class, login to WebAdvisor and withdraw from course or visit or call the Registration Office at CR and tell them you are withdrawing from the class. That way you will receive a W rather than a failing grade.

Required Textbook

The latest version of the textbook is available free online.

http://msenux2.redwoods.edu/PreAlgText

It can be downloaded as a .pdf file to your computer, laptop, tablet, smartphone, or onto a CD or flash drive.

The Solutions Manual contains detailed solutions to the odd-numbered exercises in the textbook and is also available for free download at the above website.

If you wish to purchase a printed copy for a nominal charge (currently $20), you can do so at Lulu.com: Textbook: http://www.lulu.com/shop/http://www.lulu.com/shop/college-of-the-redwoods-department-of-mathematics/prealgebra-textbook/paperback/product-20278936.html

Solutions Manual: http://www.lulu.com/shop/http://www.lulu.com/shop/college-of-the-redwoods-department- of-mathematics/prealgebra-textbook-solutions-manual/paperback/product-20969389.html

A limited number of copies are also available on reserve at the front desk of the Library. Some can be checked out for the semester. There are also 3 copies that can be checked out for a 1-hour reserve time in the Library.

Calculator

A scientific calculator is strongly recommended for the course. It does NOT have to be a graphing calculator. For many of the assignments, quizzes, and tests near the beginning of the course, you may not be allowed to use a calculator. However, it will be quite useful to have one later in the semester.

Homework

It cannot be emphasized enough how important it is for you to regularly complete your homework. Regular and consistent practice is where the real learning takes place and where you will begin to see the logic and connections to the concepts you've already learned.

Homework assignments will appear on Canvas as we progress, under assignments. Due dates will generally be the beginning of the next class period after the assignment was given. Part A exercises are odd-numbered problems. You are expected to correct these exercises yourself by checking your answers at the back of each section or referring to the solutions manual for detailed solutions to the exercises. Bring your completed Part A assignments to class for turn-in at the beginning of the class period. I will return them at the beginning of the next class meeting. Note: The assignment may not appear on the board at the end of class, but will be posted on Canvas as soon as I can get to a computer.

Part B exercises will be completed in Optimath. http://msenux2.redwoods.edu/cgi-bin/online/f17/OTportal.cgi

Homework (cont)

Do not attempt Part B exercises until you have completed (and corrected) Part A exercises.

All homework should be correctly labeled with your name and homework number, and should be neat and legible. Do not use a pen to complete your homework, only pencil. Erase carefully when necessary. Each exercise problem should be clearly labeled with the exercise number, and the original problem written on your paper.

Work vertically down the page, clearly and neatly showing each step and all work.

Check your answers in the book before turning in your work. It is your responsibility to check your work and get help if and when you have questions.

Exams

There will be a total of 2 Exams. Dates listed below are tentative and are subject to change.

Midterm (covers Chapters 1 and 4) See Calendar (the date is subject to change)
Final (covers Chapters 1 and 8) December 14th at 1:15 pm

Chapter Quizzes

There will be 8 chapter quizzes. See calendar for tentative dates. Some of these quizzes may be online through Canvas. https://redwoods.instructure.com/login/canvas

Questions for the chapter quizzes will generally be taken from the Part A and Part B (Optimath) homework, text book examples, and lecture examples.

If you have special accommodations to take exams in the Testing Center, you will need to make an appointment with Testing Center staff to take the test. Their number is 707-476-4106. They are located in the Academic Support Center (next to the Math Lab) in the back of the Library/LRC.

Online Work

You may collaborate on homework. Any testing mode assigned or extra credit must be done solo, without tutors, or other outside help.

Grading

In order to pass this course, you must achieve a overall score of 70%* or better. In addition, you can pass with a 75% or better on the final regardless of your other scores:

A	90 - 100%
B	80 - 89%
C	70 – 79%
D	60 – 69%
F	Below 60%

Letter grades will be based on the following weighted scores

Homework:	30 %
Quizzes and activities:	15 %
Exams:	30 %
Final Exam:	25 %,

And a minimum of 55% on the final. In other words, regardless of your overall score, you must take the comprehensive final.

Canvas and Access to the Internet

Instructional materials and homework assignments will be located on the Canvas website for this course. Also, some quizzes, makeups, and extra credit (if any) will be directly through Canvas, or announced on Canvas. You should log on to Canvas often to check for important updates, announcements, and course events.

You will also be able to view your grade and weighted score in the Gradebook section of Canvas.

There will always be homework. If you don't see a homework assignment, you may need to search for it under assignments on Canvas.

You must have access to the internet to be successful in this class. There are many ways I know of to access the internet, and I am sure most of you know even more ways. Here are some ideas:

Your home computer or laptop, College of the Redwoods Library, Humboldt County Library, smart phones, your friends and family.

Email is a legitimate and official form of communication for the campus information.

Getting Help

There are free resources available for extra help. If you have questions, please get help! Your main resource is signing up for Math Lab, which gives you access to the walk-in math assistance center located in the back of the Learning Resource Center. You have a several options to choose from.

To take Math Lab for "credit":

You must sign-up for Math 376L: Math Lab for Prealgebra. Math Lab is a "class", so log-in to WebAdvisor and register for the ½ -unit (Math 376L-E3175) or 1-unit section (Math 376-E3176). To receive the 1 unit of "credit" you must log 45 hours of documented attendance in the Math Lab, or 22.5 hours for ½ -unit. You can sign up for the ½ -unit and change to 1-unit later in the semester if you choose to.

In addition to completing the minimum hours, you must also complete a modest set of online assignments to get the credit for Math Lab. It is a Credit/No Credit course

To take Math Lab for non-credit:

Sign up for Math 252: This is a non-credit alternate version of Math Lab. You get the same drop-in tutoring help as Math 376L, but this is -0- units and there is no minimum time requirement, nor assignments to complete. This can also be added through WebAdvisor.

One-on-one Tutoring:

Any CR student can sign up to privately meet with a tutor for free. Contact the Academic Support Center ASC. (You do not need to be registered in Math Lab for this.)

Tutors are also available through special programs (for example at the Light Center or EOPS)

Other students – form study groups:

You can contact classmates via discussion forums or email. Forming a study group with other students in your class is a great way to learn math. Helping each other is important, as when you verbalize the process you really know whether you know it or not.

The Following Schedule is Subject to Change.

Math 276/376 – Fall 2017 Calendar

Version 1. 8-23-2017

Week	Monday	Tuesday	Wed	Thursday	Friday
1	Aug 28	Aug 29 1.1 Intro to Whole Numbers 1.2 Adding & Subtracting Whole #s	Aug 30	Aug 31 1.6 Solving equations by Adding & Subtracting	Sep 1 1.3 Multiplication & Division 1.7 Solving Eq'ns by Mult&Div
2	Sep 4 Labor Day	Sep 5 1.4 Prime Factorization	Sep 6	Sep 7 1.5 Order of Operations 2.1 Intro to integers Chapter 1 Review	Sep 8 Chapter 1 Chapter Quiz 2.2 Adding Integers
3	Sep 11 Census Day	Sep 12 2.3 Subtracting Integers 2.4 Multiplication, Division of integers.	Sep 13	Sep 14 2.5 Order of Operations with Integers Flex Time*	Sep 15 2.6 Solving Eq'ns Involving integers.
4	Sep 18	Sep 19 3.1 Mathematical Expressions Chapter 2 Review	Sep 20	Sep 21 Chapter 2 Chapter Quiz 3.2 Evaluating Algebraic Expressions	Sep 22 Last Day to file P/NP 3.3 Simplifying Algebraic Expressions
5	Sep 25	Sep 25 3.4 Combining Like Terms	Sep 25	Sep 25 3.5 Solving Eq'ns: Integers II	Sep 29 3.6 Applications
6	Oct 2	Oct 3 Last Day Student Initiated Drop 4.1 Equivalent Fractions Chapter 3 Review	Oct 4	Oct 5 Chapter 3 Chapter Quiz 4.2 Multiply Fractions	Oct 6 4.3 Dividing Fractions 4.4 Adding & Subtracting Fractions
7	Oct 9	Oct 10 4.5 Multiply & Divide Mixed Numbers 4.6 Add & Subtract Mixed Numbers	Oct 11	Oct 12 4.7 Order of Operations: Fractions Midterm Review	Oct 13 Midterm Exam 4.8 Solving Equations: Fractions
8	Oct 16	Oct 17 5.1 Introduction to Decimals 5.2 Adding Decimals Chapter 4 Review	Oct 18	Oct 19 Chapter 4 Chapter Quiz 5.3 Multiplying Decimals	Oct 20 5.4 Dividing Decimals 5.5 Fractions & Decimals
9	Oct 23	Oct 24 5.6 Equations w/Decimals Flex Time*	Oct 25	Oct 26 5.7 Introduction to Square Roots 5.8 Pythagorean Theorem Chapter 5 Review	Oct 27 Chapter 5 Chapter Quiz 6.1 Introduction to Ratios and Rates
10	Oct 30	Oct 31 6.2 Introduction to Proportion 6.3 Unit Conversion: American units	Nov 1	Nov 2 6.4 Unit Conversion: Metric Units 6.5 American units ← → Metric units	Nov 3 7.1 Percent, Decimal, Fraction Chapter 6 Review
11	Nov 6	Nov 7 Chapter 6 Chapter Quiz 7.2 Solving Basic Percent Problems	Nov 8	Nov 9 7.3 General Applications for Percent	Nov 10 Veterans Day
12	Nov 13	Nov 14 7.4 Percent Increase/ Decrease	Nov 15	Nov 16 7.5 Interest	Nov 17 7.6 Pie Charts Chapter 7 Review
13	Nov 20	Nov 21 Chapter 7 Chapter Quiz Flex Time*	Nov 22	Nov 23 Thanksgiving	Nov 24 Thanksgiving
14	Nov 27	Nov 28 8.1 Introduction to Graphing	Nov 29	Nov 30 8.1 Graphing (cont)	Dec 1 8.2 Graphing Linear Equations
15	Dec 4	Dec 5 8.2 Graphing Linear Equations (cont)	Dec 6	Dec 7 Chapter 8 Chapter Quiz	Dec 8 Final Review
Finals	Dec 11	Dec 12	Dec 13	Dec 14 Final Exam	Dec 15

*Flex Time is there to help us be flexible with the schedule, to reflect reality.

This syllabus is subject to change.