

<b>Syllabus for Pre-Algebra for College Prep – Klamath Trinity Instructional Site</b>		
<b>Semester &amp; Year</b>	Spring 2018	
<b>Course ID and Section #</b>	Math 276-K3472	
<b>Instructor's Name</b>	Daniel Ammon	
<b>Day/Time</b>	Tuesday Thursday 3:45-5:50 pm	
<b>Location</b>	HTEC – Room 1	
<b>Number of Credits/Units</b>	0	
<b>Contact Information</b>	<i>Office location</i>	HTEC Room 1
	<i>Office hours</i>	Tuesday Thursday 5:55-6:55 pm
	<i>Phone number</i>	530-625-5600 x1034
	<i>Email address</i>	danny-ammon@redwoods.edu
<b>Textbook Information</b>	<i>Title &amp; Edition</i>	Prealgebra, 2 <sup>nd</sup> Edition 2012-2013
	<i>Author</i>	Mathematics Dept. of College of the Redwoods
	<i>ISBN</i>	None
<b>Course Description</b>		
<p>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 calculator will be introduced.</p>		
<b>Student Learning Outcomes</b>		
<ol style="list-style-type: none"> <li>1. Evaluate and simplify numerical and algebraic expressions involving integers and rational numbers.</li> <li>2. Solve linear equations.</li> <li>3. Write linear equations for word problems and solve.</li> </ol>		
<b>Special Accommodations</b>		
<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 <a href="#">Disabled Students Programs and Services</a>. Students may make requests for alternative media by contacting DSPS at 530-625-4821 Ext 23.</p>		
<b>Academic Support</b>		
<p>Academic support is available at <a href="#">Counseling and Advising</a> and includes academic advising and educational planning, <a href="#">Academic Support Center</a> for tutoring and proctored tests, and <a href="#">Extended Opportunity Programs &amp; Services</a>, for eligible students, with advising, assistance, tutoring, and more. Contact the CR KT Office for specific information at (530) 625-4821.</p>		
<b>Academic Honesty</b>		
<p>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</p>		

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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: <http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services>. 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 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>.

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 Klamath Trinity Instructional Site:**

Please review the responsibilities of, and procedures used by, the College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to communicate to faculty, staff, students and the general public during an emergency. It is the responsibility of College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to protect life and property from the effects of emergency situations within its own jurisdiction.

1. In the event of an emergency, communication shall be the responsibility of the district employees on scene.
  - a. Dial 911, to notify local agency support such as law enforcement or fire services.
  - b. If safe to do so, notify key administrators, departments, and personnel.
  - c. If safe to do so, personnel shall relay threat information, warnings, to ensure the school community is notified.
  - d. Contact Jolene Gates 530-625-4821 to notify of situation.
  - e. Contact Hoopa Tribal Education Administration office 530-625-4413
  - f. Notify Public Safety 707-476-4111.
  
2. In the event of an emergency, the responsible district employee on scene will:
  - a. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet.
  - b. Lock all doors and turn off lights if in lockdown due to an active shooter or similar emergency.
  - c. Close all window curtains.
  - d. Get all inside to safe location Kitchen area is best internal location.
  - e. If a police officer or higher official arrives, they will assume command..
  - f. Wait until notice of all is clear before unlocking doors.

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- g. If safe to do so, move to the nearest evacuation point outside building (Pooky's Park), directly behind the Hoopa Tribal Education Building.
- h. Do not leave site, unless it has been deemed safe by the person in command.

*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.*

### Textbook:

Prealgebra Textbook, by Mathematics Department of College of the Redwoods

Available online at <http://www.redwoods.edu/Departments/Mathematics/PreAlgText/index.asp>

If you prefer a hard copy of the book, you may find some in the bookstore.

For a very reasonably priced bound copy, order it at <http://www.lulu.com/>.

Solutions for the odd numbered problems are found in the text.

A complete solutions manual is available free online.

### Course Equipment:

Scientific or Graphing Calculator.

Graph-paper, lined paper.

Textbook or any device that gives you access to the text on the Internet.

### Basis for Grade:

This class must be taken P/NP.

#### Grading

Homework	30%	90 - 100%	A
Exams	35%	80 - 89%	B
Participation	25%	70 - 79%	C
Final Exam	10%	60 - 69%	D
		Below 60%	F

To get a passing grade (P) you must get a grade of A, B or C (70% or better).

### Class Time:

Class will consist mostly of doing math in a lab-like setting and lectures

### Exams:

To prepare for each Chapter Exam, do the following: Read or skim each section in a chapter before doing the odd numbered exercises. You can go over the examples and

exercises with your group, if you have one. Ask the instructor for help on the section if needed. There will be two tests during the semester in addition to the final exam.

**Homework:**

There is a new assignment each class. Each assignment is worth 5 points. The assignments are announced in class as well as posted on Canvas. The assignments are due the next class. Sometimes things happen to all of us and you may not be able to turn in your work on the due date for a good reason. Everybody gets an automatic extension of one week to turn in late homework without loss of credit. Additionally, homework may be turned in another week later but will lose 1 point (20%). It is easiest to just stay caught up with all of your work.

**Final Exam:**

Will be on Tuesday during Finals Week at our regularly scheduled class time.

**Learning Resources:**

<http://www.redwoods.edu/Departments/Mathematics/PreAlgText/index.asp>

Textbook

<http://www.redwoods.edu/Departments/Mathematics/PreAlgText/Prealgebra.pdf>

Solution Guide

<http://www.redwoods.edu/Departments/Mathematics/PreAlgText/PrealgebraSolutions.pdf>

Khan Academy online

Disabled Student Programs and Services

**Placement:**

Make certain this course is appropriate for your skills and experience.

Math 272 is a prerequisite, or the equivalent.

Minor modifications to this syllabus may be necessary during the semester.