

Syllabus for Math 101/252 ~ Math Review for the TEAS Test

Course Information

Semester & Year:	Fall 2023 – Course Dates 8/19/23-10/8/23 (short-term)
Course ID & Section #:	Concurrent Courses: Math 101 – V5413 – Math Rev for TEAS Test OR Math 252 – V5451 – Math Rev for TEAS Test (non-credit)
Instructor's name:	Amber Buntin
Day/Time of *required* meetings:	None
Number of proctored exams:	None
Course units:	Math 101 – 0.5 Units (9 hrs coursework & 18 hrs homework) Math 252 – 0 Units (Non-credit)

Instructor Contact Information

Office location or *Online:	Online
Office hours:	By appointment! Canvas/Pronto to set a time to meet up!
Phone number:	707-476-4207
Email address:	Amber-Buntin@redwoods.edu

Recommended Materials

Textbook title:	ATI TEAS Study Manual
Edition:	2022-2023
Author:	ATI Testing
Link to Purchase (e-book OR printed):	https://www.atitesting.com/teas/study-manual
Other requirements:	Computer, reliable access to the internet, a lined paper, a binder, a basic calculator, and pencil and eraser.

Catalog Description

Math 101 Course Description:

A review course for students who have successfully completed course work in elementary or intermediate algebra. This review course will include topics from elementary and intermediate algebra and can be used as a refresher prior to enrolling in the next math course. This course can help students raise their level of math readiness. The level and depth of review will be adjusted to suit the individual student's needs.

Math 252 Course Description:

A course offering instructional support to students needing help in mathematics in a self-paced lab environment. This course supports basic skills mathematics and mathematics-related classes. Students receive one-on-one and small group instruction to enhance success in mathematics across the curriculum.

Course Student Learning Outcomes *(from course outline of record)*

Math 101 Outcomes:

1. Read, write, and speak accurately about mathematical ideas and use correct mathematical notation.
2. Perform symbolic manipulations to solve problems and communicate mathematics.

Math 252 Outcomes:

1. Analyze problems in mathematics or mathematics-related courses.
2. Apply strategies to plan and complete assignments on time.

Prerequisites/Co-requisites/Recommended Preparation

Students enrolled in this course should be enrolling in the RN program at CR and taking the TEAS Test in the future. Students pursuing the LVN degree are NOT required to take the TEAS Test at this point but will be in the future. There are no academic prerequisites.

Evaluation & Grading Policy

Math 101 Grades:

This is a Pass/No Pass course. In order to receive a grade of “PASS,” students must receive at least a 75% average on the class assignments. **If you do not think you will be able to make this commitment, please email me BEFORE 8/28/23 so I can switch into the Non-credit version of this course, Math 252.** Once it is past 8/28/23, if you do not think you will be able to pass the course, please talk to me about dropping the course with a “W” and still having access to the review material BEFORE the final course drop date 9/19/23.

Math 252:

This course is a Non-Credit version of the Math Review for the TEAS Test course and students in this section are NOT required to complete any amount of course material and will receive a grade of “Satisfactory” if they participate in the course at least once during the semester. The intent of this course is for students to get math review, so of course the more assignments you complete, the better prepared you will be for the TEAS Test! The last day to add or drop this non-credit course is 8/28/23.

Student Support Services

Good information and clear communication about your needs will help you be successful. Please let your instructor know about any specific challenges or technology limitations that might affect your participation in class. College of the Redwoods wants every student to be successful.

Student support services at CR: <https://www.redwoods.edu/services>

Logging into student accounts (Email, Canvas, Webadvisor, etc):

<https://webapps.redwoods.edu/tutorial/>

Online Course Support Resources: <https://www.redwoods.edu/online>

Canvas Information

Our course canvas page will be updated regularly and will contain a variety of items such as: course announcements, class documents, review resources and much more. Be sure to turn on your notifications if you'd like to be notified about things like new announcements, changes. If you find you are getting too many (or too few) announcements, remember this is an individual setting that you must modify in Canvas. I can help to adjust your settings...just ask! **You will be expected to check canvas daily and be aware of announcements made.**

- You will need to make sure that your MyCR Login is set up in order to access Canvas or your Outlook Email. If you haven't set up your account, please see the [MyCR Account Setup](#) page.
- For help logging in to Canvas, visit [My CR Portal](#).
- For help with Canvas once you're logged in, click on the Help icon on the left menu.
- For tech help, email its@redwoods.edu or call 707-476-4160
- Canvas online orientation workshop: [Canvas Student Orientation Course \(instructure.com\)](#)

Setting Your Preferred Name in Canvas

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact [Admissions & Records](#) to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. It does not change your legal name in our records. See the [Student Information Update form](#).

Student Feedback Policy

- The instructor will maintain frequent contact with the class and will respond to questions within 48 hours, unless announced absence to due illness, etc.
- Lecture videos, notes, and practice problems will be provided for learning course material. These materials may be created by me and/or off respectable YouTube channels.
- Students will receive feedback on online homework instantly.

Community College Student Health and Wellness

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges [Health & Wellness website](#). [Wellness Central](#) is a free online health and wellness resource that is available 24/7 in your space at your pace. Students seeking to request a counseling appointment for academic advising or general counseling can email counseling@redwoods.edu.

Academic Dishonesty

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. 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](#).

Educational Accessibility & Support

College of the Redwoods is committed to providing reasonable accommodations for qualified students who could benefit from additional educational support and services. You may qualify if you have a physical, mental, sensory, or intellectual condition which causes you to struggle academically, including but not limited to:

- Mental health conditions such as depression, anxiety, PTSD, bipolar disorder, and ADHD
- Common ailments such as arthritis, asthma, diabetes, autoimmune disorders, and diseases
- Temporary impairments such as a broken bone, recovery from significant surgery, or a pregnancy-related disability
- A learning disability (e.g., dyslexia, reading comprehension), intellectual disability, autism, or acquired brain injury. Vision, hearing, or mobility challenges

Available services include extended test time, quiet testing environments, tutoring, counseling, and advising, alternate formats of materials (e.g., audio books, E-texts), assistive technology, on-campus transportation, and more. If you believe you might benefit from disability- or health-related services and accommodations, please contact [Disability Services and Programs for Students \(DSPS\)](#). If you are unsure whether you qualify, please contact DSPS for a consultation: dsps@redwoods.edu.

- Eureka: 707-476-4280, Student Services Building, 1st floor
- Del Norte: 707-465-2324, Main Building, near the library
- Klamath-Trinity: 707-476-4280

Emergency Procedures and Everbridge

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert through your personal email and/or phones. Registration is not necessary to receive emergency alerts. Check to make sure your contact information is up to date by logging into WebAdvisor <https://webadvisor.redwoods.edu> and selecting 'Students' then 'Academic Profile' then 'Current Information Update.'

Please contact Public Safety at 707-476-4112 or security@redwoods.edu if you have any questions. For more information see the [Redwoods Public Safety Page](#).

In an emergency that requires an evacuation of a building anywhere in the District:

- 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.

Admissions deadlines & enrollment policies

Fall 2023 Dates for full-term courses:

Admissions August 18th: Last day to register for classes (day before the first class meeting)

August 19th: Classes begin

August 25th: Last day to add a class

September 1st: Last day to drop without a "W" and receive a refund

September 4th: Labor Day Holiday (District-wide closure)

September 5th: Census Date (20% of class)

October 26th: Last day to petition to graduate

October 27th: Last day for student-initiated withdrawal (62.5% of class)

October 27th: Last day for faculty-initiated withdrawal (62.5% of class)

December 9th-15th: Final Examinations

December 15th: Last day to file for P/NP option

December 15th: Semester Ends

December 22nd: Grades due

January 5th: Grades available

Math 101/252 – Math Review for the TEAS Test

Online course located in [Canvas](#)

Instructor Contact Info

Amber Buntin, Professor of Mathematics

Email: amber-buntin@redwoods.edu **Canvas message is the preferred way to contact me!**

Phone: 707-476-4207

Office Hours Schedule: Canvas/Pronto message me to meet up!

Office Hours Zoom Link: <https://redwoods-edu.zoom.us/j/99397876681>

Meeting ID: 993 9787 6681

Course Delivery

This course is delivered and taught 100% online; there are **no** required weekly meetings. **Review material is delivered in a self-paced format through online practice problems with video and/or written tutorials for each question. There will not be individualized lectures/instruction.** There will be weekly office hours available by appointment and held via zoom that students are **strongly encouraged** to attend for help with online assignments. Many other supports are offered and described in more detail in canvas!

Virtual Presence and Participation

Virtual presence and participation are essential to the learning process as material builds weekly in the canvas shell. Communication among you, your classmates and myself will occur in discussion forums and virtual zoom meetings. It is important that you communicate, participate, ask questions (lots of ‘em), dialog with classmates in discussions and meetings! It is also essential to our class that both the students and teacher behave in the virtual world (Canvas) in a manner that will provide a comfortable learning atmosphere. **You are expected to be courteous to each other and to the instructor. You should not hesitate to ask questions nor feel embarrassed to ask for help in the canvas course or in live zoom sessions.**

Confirm Presence in Online Classroom

Log in to Canvas and post to the “Introduce yourself!” discussion forum no later than 11:59pm on Wednesday, August 22nd, 2023, to confirm your presence in the online classroom. Doing so will confirm your enrollment in the course and avoid being dropped as a “no show.” A student from the waiting list may then be added in your place.

Homework and Activities

Online assignments through MyOpenMath (MOM) will be embedded directly into Canvas for students to complete! **NO COURSE CODE IS REQUIRED!**

Activities, online homework, and discussions will be assigned throughout the semester in Canvas. The online assignments MOM will provide for the following incentives:

- Ability to submit answers multiple times to improve score.
- Infinite set of practice problems/solutions for studying after due date.

****Late work policy:** 100 Late Passes will be allowed for online assignments. Late passes can be used at any point in the semester and extend the due date for an additional 7 days. If you need more time on review assignments and have used up your late passes, just shoot me an email and I’ll open them back up!

Student Commitment

Your commitment will require at least as much time as you dedicate to a traditional class. College of the Redwoods instructors are required to provide at least 54 hours of “work” during the semester for each unit of credit. Since Math 101 is a 0.5-unit course, students enrolled in this for-credit course should put in about 9 hours of effort “in-class” (watching videos and learning material and attending zoom sessions) and up to 18 hours of “homework” (completing the algebra review assignments) during the length of our class.

Types of effort required for success may include participating in online assignments and watch online videos, completing online and written homework, participating in online discussions. Conscientiousness, attention to details, and skills in reading/writing are critical for success.

Computer Skills:

Online courses require adequate computer skills. You must be able to navigate the course Learning Management System ([Canvas](#)), receive and respond to your [CR email](#), download and upload files to the Canvas, use an online homework system MyOpenMath (MOM)
It is your responsibility to meet the technological demands of the course.

Faculty Withdrawal of Students

It is the policy of the College of the Redwoods Department of Mathematics to exercise a "Faculty Withdrawal" for any student who has missed more than 15% of the class meeting time due to the severely diminished likelihood of a successful course outcome. Missing 1 or more assignments/classes in the first two weeks of school may result in withdrawal as well. For an online course, I base this off your participation in the course. If I notice you have stopped engaging in our course (no discussion posts, and/or no assignments being worked on), I will ask if you intend to remain enrolled in the course and *may* drop you from the course if I do not hear back. It is important to note that, if it is your intention to withdraw from the course, you are responsible to ensure the proper paperwork has been filed – that is, you **should NOT assume the teacher will file the "Withdrawal" automatically.**

Technology Requirements

You should have high-speed internet (such as broadband) service from cable, DSL, or satellite providers as there are videos that require this speed. You need to have reliable access to the internet for the duration of the course. Anticipate problems with your computer and internet access (including power outages) by not waiting until the last minute to submit assignments. It is your responsibility to meet the class deadlines.

Portable Devices vs. Computers:

Although you can use up-to-date portable devices (such as Android or iOS phones & tablets) for some things, you should plan on doing the majority of your work (especially exams and assignments) from a reasonably up-to-date notebook or desktop computer (Mac or PC). **Do NOT plan to participate in this class solely from a portable device.** If you do decide to use your portable device for *some* of your class work, use the free Canvas app (called “Canvas by Instructure”) available in iTunes (for iOS) and the Google Play Store (for Android). You may also connect to Canvas using a web browser on a portable device, but it can be a bit finicky. Your experience with Canvas will be a lot better using the app.

Tutoring Options – Improve Course Success!

- **FREE ASC tutoring!** Call 707-476-4154. Check out their webpage for more details: <https://redwoods.libguides.com/Tutoring>
- **NetTutor** is available in our Canvas shell on the menu on the left once you enter our course.
- **LIGHT Center Tutoring.** Please contact the LIGHT center if you are interested in their tutoring services. There is a GUID course you must enroll in to receive services.
Phone: 707-476-4290 Webpage: <https://www.redwoods.edu/dsps/Light-Center>
- **Private tutoring** is always an option but is of course more costly. If you are interested in hiring a private tutor, let me know and I will ask around to see if I can find anyone!
- **Tech Support for Students:** The student tech help desk is located at the Eureka campus inside the CR library, students may drop in during open hours for in person tech help.
Webpage: <https://www.redwoods.edu/sts>

- **Mathjam Math Review Courses:**

These short-term, online review classes can help to review topics in Prealgebra through Intermediate Algebra.

Full courses typically run in the Spring, Summer & Fall

- MATH 301 – Prealgebra Review – 1 Unit
- MATH 302 – Elementary Algebra Review – 1 Unit
- MATH 303 – Intermediate Algebra Review– 1 Unit

***If you'd like to review, but DO NOT want the unit/work obligation, then just look in our course Canvas shell under the module titled "Optional Review Material."

Final Words

A few words about my expectations for you and myself in this course: My responsibilities include providing course content, assigning carefully chosen homework problems that are relevant to our course and carefully preparing quiz and exam questions that accurately measure your progress in the course. Additionally, I am responsible to be available to you for consultation in office hours (by appointment...just email me ☺).

Likewise, I believe that you are ultimately responsible for your college education, and I expect you to participate regularly, ask questions when needed and do your best to devote time to learning the course material. This involves keeping up with homework assignments, seeking additional help, either from me or from the many resources available to you, before it is too late.

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

Announcements will be made in Canvas.

Students are expected to check email, Canvas, and/or with fellow classmates concerning missed work!

Mathematics Review Topics

We will cover as many of these review topics as time allows!

- **Basic Operations**
 - Multiplication Tables
 - Estimating
 - Order of Operations
- **Fractions**
 - Add, Subtract, Multiply, Divide Fractions
 - Comparing Fractions
- **Decimals**
 - Place Value and Rounding
 - Add, Subtract, Multiply, Divide Decimals
 - Comparing Decimals
- **Percentages**
 - Calculating Percentages
 - Percent Increase and Decrease
- **Converting Fractions, Decimals, and Percentages**
 - Decimals to Percentages
 - Fractions to Decimals
 - Fractions to Percentages
- **Ratios and Proportions**
 - Rate of Change
 - Setting up and Solving Proportion Problems
- **Algebra**
 - Simplifying Expressions
 - Distributive Property
 - Solving Equations
 - Solving Inequalities
 - Solving Formulas
 - Absolute Value Equations
- **Word Problems**
 - Translating Algebraic Expressions, Equations and Inequalities
 - Solving Word Problems
- **Geometry**
 - Perimeter
 - Circumference
 - Area and Surface Area
- **Measurements and Conversions**
 - English and Metric System Conversions
 - Using Formulas for Conversions (ex. Temperature Conversations)
- **Data Interpretation**
 - Independent and Dependent Variables
 - Reading Graphs
 - Descriptive Statistics (Mean, Median, Mode, Range, etc)
 - Data Distribution

Review Resources & Links

(Open syllabus thru canvas to click links directly)

TEAS Test Links

The TEAS test consists of all multiple-choice questions. There are **170** total multiple-choice questions on the TEAS test. However, your score will only be measured on **150 questions**, while the other 20 are sample questions. You will not know which are scored questions and which are sample questions.

ATI TEAS Testing Information: <https://www.atitesting.com/teas/teas-exam>

TEAS Math Study Guide: <https://www.mometrix.com/academy/teas-mathematics/>

ATI TEAS Math Test Practice: <https://www.testprep-online.com/teas-math/>

Practice Tests: <https://www.test-guide.com/free-teas-practice-tests.html>

FREE College of the Redwoods Textbooks

Prealgebra Textbook (Math 376)

<https://www.redwoods.edu/Portals/121/PreAlgText/Prealgebra.pdf?ver=2016-02-09-153714-077>

Elementary Algebra (Math 380)

<https://www.redwoods.edu/Portals/121/ElemAlgText/ElementaryAlgebra.pdf?ver=2016-02-09-153310-413>

Intermediate Algebra (Math 120)

<https://www.redwoods.edu/Portals/121/IntAlgText/IntAlgText.pdf>

***Some of the more advanced classes have books on reserve in the library and some of them can be checked out for use for the entire semester. ***

Online Studying Resources

KUTA worksheets with solution keys (Prealgebra to Algebra II, & Geometry):

<http://www.kutasoftware.com/>

More Math Worksheets with Solution Keys (Mainly Arithmetic and Prealgebra):

<http://www.superteacherworksheets.com/>

Videos on MANY math topics (Prealgebra to Calculus):

<http://www.onlinemathlearning.com/calculus.html>

Tutorials created by students for students (Elementary Algebra):

<http://www.mathpower.com/tutorial.htm>

Many of the above pages have topic lists down the left-hand side and you must search for worksheets/videos by topic.

More review material is posted in our course Canvas shell!