

# COURSE SYLLABUS



COURSE TITLE: Math 038 Math for General Trades

CLASS SECTION: S08

TERM: Winter 2025

COURSE CREDITS: 0

DELIVERY METHOD: In Person

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Learn more about Camosun's [Territorial Acknowledgement](#).

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*Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.*

## INSTRUCTOR DETAILS

NAME: Tim Barss

EMAIL: barsst@camosun.ca

LOCATION: Victoria Native Friendship Centre (VNFC) Camosun classroom

CLASS HOURS: Monday & Wednesday 1:00 – 4:00

OFFICE Hours: Monday & Wednesday 12:00 – 1:00 in person at VNFC

Tuesday 1:00-2:00 & Friday 9:00-10:00 online

Or by appointment

This course consists of 6 hours of class time and 4 hours of lab time per week. Lab time includes, but is not limited to, tutorials with an instructor and/or instructional assistants and using the instructional resources in the Help Centre and library, virtually, and in person.

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

## CALENDAR DESCRIPTION

Students in this course will complete a brief trades-oriented review of the basic computational and problem-solving skills required for further study in various Trades Foundation programs.

Topics include: whole numbers, fractions, decimals, proportion, percent, powers, roots, graphs, formulas, measurement, and geometry.

## COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course a student will be able to:

- 1) Demonstrate knowledge and skills in using the principles and operations of foundational mathematics topics such as arithmetic, measurement, and geometry

- 2) Apply a variety of strategies in solving math-related problems
- 3) Apply knowledge and skills in foundational math topics to solve trades-related problems
- 4) Use knowledge of foundational math as a basis for further study in various Trades Foundation programs and in more advanced math courses

#### REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

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- Textbook: *Line B, Solve Mathematical Problems, Trades Common Core*
- *Unit R Arithmetic Review* booklet
- Scientific calculator

#### **Supplemental Materials**

- Optional supplementary materials from MATH 023–026

#### COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

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The table below lists the eleven competencies or chapters in the Line B text that are required for each Trades Foundation Program (except Professional Cook and Electrical). Follow these steps to complete each competency:

- Skip the Pre-Test
- Study the explanations and examples
- Answer and check **ALL** questions in the order listed in the table below
- Ask the instructor for help whenever you need it

To prepare for the Final Test, write the Practice Test and review your results with the instructor.

<b>MATH 038 course content</b>		
<i>Unit R – Arithmetic Review (no calculator) [This is a Separate Booklet]</i>		
Place value	R.1	
Comparing numbers	R.2	
Rounding numbers	R.3	
Adding and subtracting whole numbers and decimals	R.4	
Multiplying whole numbers and decimals	R.5	
Powers – repeated multiplication	R.6	
Dividing whole numbers and decimals	R.7	
Order of operations	R.8	
Operations with fractions	R.9	
Equivalent fractions	R.10	
Adding and subtracting fractions	R.11	
Multiplying fractions	R.12	
Dividing fractions	R.13	
Converting fractions and decimals	R.14	
Estimation	R.15	
Practice Test		
Unit R final test (no calculator)		

<b>MATH 038 course content</b>	<b>Line B page #</b>	<b>question #</b>
<i>Competency B-1 – Whole Numbers</i>		
	5	1-4
	3	1-5
	7	1-5
<i>Competency B-2 – Fractions</i>		
	15	1-4
	17	1-4
	20	1-4
	21	1-5
	11	1-20
	23	1-15
<i>Competency B-3 – Decimals</i>		
	32	1-2
	33	1-2
	37	1-5
	29	1-10
	38	1-15
<i>Competency B-4 – Metric and Imperial Measurements</i>		
	46	1-2
	49	1-6
	43	1-2
	50	1-2
<i>Competency B-5 – Ratio and Proportion</i>		
	59	1-12
	55	1-10
	62	1-10

<i>Competency B-6 – Percent</i>		
	69	1-4
	73	1-4
	67	1-5
	74	1-5
<i>Competency B-7 – Powers and Roots</i>		
	82	1
	84	1
	79	1-3
	85	1-3
<i>Competency B-8 – Graphs</i>		
	93	1-5
	96	1-2
	89	1-5
	98	A-E
<i>Competency B-9 – Formulas</i>		
	111	1-5
	105	1-7
	115	1-5
<i>Competency B-10 – Perimeters, Areas, and Volumes</i>		
	125	1-8
	121	1-8
	129	1-8
<i>Competency B-11 – Angles and Triangles</i>		
	142	1-4
	135	1-6
	151	1-6
MATH 038 Practice Test		
MATH 038 Final Test		

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

## EVALUATION OF LEARNING

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The course grade is either COM (complete) or IP (in progress) or NC (not complete), and is based on the student's score on the Final Test, which covers all of the required units (passing score 75%).

**Note:** Students with a record of poor attendance OR poor progress may be restricted from re-registering in Academic and Career Foundations Department courses.

DESCRIPTION	WEIGHTING
Final Test	100%
<b>TOTAL</b>	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.  
<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

## COURSE GUIDELINES & EXPECTATIONS

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The course consists of 6 hours of class time and 4 hours of lab time per week. Lab time is generally spent in the Help Centre where instructional resources are available. Course completion time will vary for each student, depending on a number of factors, including your current level of math skills, motivation, learning rate, and how much time you have to study math, either at the college or at home. Students generally need to spend 5–15 hours of study time per week to complete each math course within a reasonable amount of time.

## SCHOOL OR DEPARTMENTAL INFORMATION

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**Grading System** Competency-based <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>

COM complete                      IP in progress                      NC not complete

### Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for information on conversion to final grades, and for additional information on student record and transcript notations.

## STUDENT RESPONSIBILITY

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Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

## SUPPORTS AND SERVICES FOR STUDENTS

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Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	<a href="http://camosun.ca/advising">http://camosun.ca/advising</a>
Accessible Learning	<a href="http://camosun.ca/accessible-learning">http://camosun.ca/accessible-learning</a>
Counselling	<a href="http://camosun.ca/counselling">http://camosun.ca/counselling</a>
Career Services	<a href="http://camosun.ca/coop">http://camosun.ca/coop</a>
Financial Aid and Awards	<a href="http://camosun.ca/financialaid">http://camosun.ca/financialaid</a>
Help Centres (Math/English/Science)	<a href="http://camosun.ca/help-centres">http://camosun.ca/help-centres</a>
Indigenous Student Support	<a href="http://camosun.ca/indigenous">http://camosun.ca/indigenous</a>
International Student Support	<a href="http://camosun.ca/international/">http://camosun.ca/international/</a>
Learning Skills	<a href="http://camosun.ca/learningskills">http://camosun.ca/learningskills</a>
Library	<a href="http://camosun.ca/services/library/">http://camosun.ca/services/library/</a>
Office of Student Support	<a href="http://camosun.ca/oss">http://camosun.ca/oss</a>
Ombudsperson	<a href="http://camosun.ca/ombuds">http://camosun.ca/ombuds</a>
Registration	<a href="http://camosun.ca/registration">http://camosun.ca/registration</a>
Technology Support	<a href="http://camosun.ca/its">http://camosun.ca/its</a>
Writing Centre	<a href="http://camosun.ca/writing-centre">http://camosun.ca/writing-centre</a>

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

## COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

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### Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

### Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

### Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

### Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures" (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized

Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and [camosun.ca/sexual-violence](http://camosun.ca/sexual-violence). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-3703841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

**Changes to this Syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.