

# COURSE SYLLABUS



COURSE TITLE:	Math 038 Math for General Trades
CLASS SECTION:	S14
TERM:	2025W
COURSE CREDITS:	0
DELIVERY METHOD(S):	Blended

Camosun College respectfully acknowledges that our campuses are situated on the territories of the Ləkʷəŋən (Songhees and Kosapsum) and WSÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.

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## INSTRUCTOR DETAILS

NAME: Ramona Scott

EMAIL: scottr@camosun.ca

OFFICE: n/a – Phone number: 250-370-3353

HOURS: Online by appointment

*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.*

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## 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.

PREREQUISITE(S): none

CO-REQUISITE(S):

EQUIVALENCIES:

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## 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

- 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

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

MATH 038 course content		
Suggested Timeline	Content	Textbook Section
Week 1	<b>Unit R Topics 1-5</b>	
	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
	<b>Quiz 1</b>	
Week 2	<b>Unit R Topics 6-10</b>	
	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
	<b>Quiz 2</b>	
Week 3	<b>Unit R Topics 11-15</b>	
	Adding and subtracting fractions	R.11
	Multiplying fractions	R.12
	Dividing fractions	R.13
	Converting fractions and decimals	R.14
	Estimation	R.15
	<b>Quiz 3</b>	
Week 4	<b>Practice Test</b>	
	<b>Unit R Final test (no calculator)</b>	
Week 5-7	Starting Line B Textbook	
	Whole numbers	B-1
	Fractions	B-2

	Decimals	B-3
	Metric and Imperial Measurements	B-4
	Ratio and Proportion	B-5
	<b>Quiz 4</b>	
Week 8-9	Percent	B-6
	Powers and Roots	B-7
	Graphs	B-8
	<b>Quiz 5</b>	
Week 10-12	Formulas	B-9
	Perimeters, Areas, and Volumes	B-10
	Angles and Triangles	B-11
	<b>Quiz 6</b>	
Week 13	Practice test and review	
	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](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams). <https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams>

## 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 scores on all components of the course. A passing score of 75% is also required on the Final Test, which covers all of the required units.

Note: Students with a record of poor attendance OR poor progress may be restricted from re-registering in Community Learning Partnerships Department courses.

DESCRIPTION	WEIGHTING
Quiz 1	8%
Quiz 2	8%
Quiz 3	8%
Unit R Test	12%
Quiz 4	8%
Quiz 5	8%
Quiz 6	8%
Final Exam	40%
	<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](https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf) policy for more information.  
<https://camosun.ca/sites/default/files/2021-05/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 can be spent in office hours with the instructor, lab time with an Instructional Assistant, or in the Help Centre where instructional resources are available. These options are all available in person or online. 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 [camosun.ca/services](http://camosun.ca/services).

Support Service	Website
Academic Advising	<a href="http://camosun.ca/services/academic-supports/academic-advising">camosun.ca/services/academic-supports/academic-advising</a>
Accessible Learning	<a href="http://camosun.ca/services/academic-supports/accessible-learning">camosun.ca/services/academic-supports/accessible-learning</a>
Counselling	<a href="http://camosun.ca/services/health-and-wellness/counselling-centre">camosun.ca/services/health-and-wellness/counselling-centre</a>
Career Services	<a href="http://camosun.ca/services/co-operative-education-and-career-services">camosun.ca/services/co-operative-education-and-career-services</a>

Support Service	Website
Financial Aid and Awards	<a href="https://camosun.ca/registration-records/financial-aid-awards">camosun.ca/registration-records/financial-aid-awards</a>
Help Centres (Math/English/Science)	<a href="https://camosun.ca/services/academic-supports/help-centres">camosun.ca/services/academic-supports/help-centres</a>
Indigenous Student Support	<a href="https://camosun.ca/programs-courses/iecc/indigenous-student-services">camosun.ca/programs-courses/iecc/indigenous-student-services</a>
International Student Support	<a href="https://camosun.ca/international">camosun.ca/international</a>
Learning Skills	<a href="https://camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills">camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills</a>
Library	<a href="https://camosun.ca/services/library">camosun.ca/services/library</a>
Office of Student Support	<a href="https://camosun.ca/services/office-student-support">camosun.ca/services/office-student-support</a>
Ombudsperson	<a href="https://camosun.ca/services/ombudsperson">camosun.ca/services/ombudsperson</a>
Registration	<a href="https://camosun.ca/registration-records/registration">camosun.ca/registration-records/registration</a>
Technology Support	<a href="https://camosun.ca/services/its">camosun.ca/services/its</a>
Writing Centre	<a href="https://camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills">camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills</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

### Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>  
Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

### Academic Accommodations for Students with Disabilities

Camosun College is committed to achieving full accessibility for persons with disabilities. Part of this commitment includes arranging appropriate academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. If you are a student with a documented disability and think you may need accommodations, you are strongly encouraged to contact the Centre for Accessible Learning (CAL) and register as early as possible. Please visit the CAL website for more information about the process of registering with CAL, including important deadlines: <https://camosun.ca/cal>

### Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/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 <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

### Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### 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 (see [Medical/Compassionate Withdrawals policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence

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 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 Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and [camosun.ca/services/sexual-violence-support-and-education](https://camosun.ca/services/sexual-violence-support-and-education).

To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-370-3841

### 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 <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

### Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

**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.