



**CAMOSUN COLLEGE**  
**School of Access**  
**Department of Mathematics & Statistics**

**Math 135-002**  
**Career Algebra**  
**Winter 2017**

## **COURSE OUTLINE**

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The calendar description is available on the web @ [camosun.ca/learn/calendar/current/web/math](http://camosun.ca/learn/calendar/current/web/math)

⚡ Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.

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### **1. Instructor Information**

(a) Instructor	Crystal Lomas
(b) Office hours	M/W 11:30 am - 12:20 pm & 2:30 pm - 3:20 pm Tu/Th 5:30 pm - 6:20 pm
(c) Location	Ewing 270
(d) Phone	250-370-3428 <b>Alternative:</b> _____
(e) E-mail	LomasC@camosun.bc.ca
(f) Website (D2L)	<a href="http://online.camosun.ca">http://online.camosun.ca</a>

### **2. Intended Learning Outcomes**

(3 credits) This course may be used for entry into business programs, the criminal justice program, elementary education, and elementary statistics. It is also a good choice for students who want to refresh their skills before tackling a higher level mathematics course. Topics include a brief review of fractions, decimals, percentages and signed numbers; solving linear equations and inequalities in one variable; graphing linear equations and inequalities in two variables; function notation; systems of linear equations; integer and rational exponents; and fundamental polynomial operations.

Source: Camosun College calendar <http://camosun.ca/learn/calendar/current/web/math.html>

### **3. Required Materials**

- (a) **Textbook:** *Career Algebra*, Tobey, Slater, Blair, Crawford, 1<sup>st</sup> Custom Edition, Pearson, 2013.
- (b) **Calculator:** The only calculator allowed on tests and the final exam is the *Sharp EL-531* or *Texas Instrument BAII Plus* (for business students). **There is a non-calculator portion of the final exam.**

### **4. Course Content and Schedule**

We will cover the following chapters in the textbook:

- Chapter 0 (R) – A Brief Review of Arithmetic Skills
- Chapter 1 – Real Numbers and Variables
- Chapter 2 – Equations and Inequalities
- Chapter 3 – Solving Applied Problems
- Chapter 4 – Exponents and Polynomials
- Chapter 5 – Graphing and Functions
- Chapter 6 – Systems of Equations

Plus two supplementary topics, Compound Inequalities (Section 2.6\*) and Rational Exponents (Section 4.2\*). An approximate **pacing schedule is posted on our D2L site.**

## 5. Basis of Student Assessment (Weighting)

### (a) Assignments – 10%

There will be approximately 7 hand-in assignments (due dates on schedule).

- Your single lowest assignment grade will be dropped from your grade calculation.
- Assignment solutions will be posted on D2L after the due date. As such, **late assignments will not be accepted**. You may hand assignments in early if necessary.
- Your submitted assignments must be **entirely your own work in your own words**. Copying someone else's work is academically dishonest and comes with serious consequences.

### (b) Term Tests – 40%

There will be 6 in-class term tests (dates on schedule).

- All term tests are weighted equally.
- Answers for tests will be posted on D2L soon after the test date. If you have an emergency and must miss a test:
  - Email me as soon as possible. Depending on the situation, you may be able to write the test before the next class meeting or the weight of your test could be placed on the final exam.
  - You must provide documentation (i.e. doctor's note, etc.), otherwise you will receive a zero for your missed test.
- There is absolutely **no collaboration** on term tests. No electronic device other than the approved calculator may be used on term tests. The first test is no-calculator.

### (c) Final Exam – 50%

- There are no rewrites for the final exam.
- You must write the final exam at the scheduled time except in emergency situations (scheduled flights, vacations, and jobs are not considered emergencies).
- The final exam schedule will be posted on Feb 24th and spans April 18-26. Do not make commitments for this period until you know your exam dates.
- The final exam is cumulative and 3 hours long.
- No electronic device other than the approved calculator may be used on the exam; **on 25% of the exam, no calculator is allowed**.
- No papers, references, books, etc., may be used on the exam.
- There is absolutely **no collaboration** on the exam.

## 6. Grading System

- Standard Grading System (GPA)
- Competency Based Grading System

## 7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

### LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College Calendar, Student Services or the College web site at <http://www.camosun.bc.ca>

### STUDENT CONDUCT POLICY

There is a Student Conduct Policy. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.  
<http://www.camosun.bc.ca/policies/policies.html>

### ACADEMIC INTEGRITY

The Department of Mathematics and Statistics has prepared a handout called *Student Guidelines for Academic Integrity* to help you interpret college policies involving student conduct, academic dishonesty, plagiarism, etc. It is your responsibility to become familiar with the contents of the document and the college policies it references.

A. GRADING SYSTEMS <http://www.camosun.bc.ca/policies/policies.php>

The following two grading systems are used at Camosun College:

1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F	Minimum level has not been achieved.	0

2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

B. 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://www.camosun.bc.ca/policies/E-1.5.pdf> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.