

	<p>School of Access Department of Mathematics & Statistics MATH 135 004 Career Algebra Fall 2017</p>
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COURSE OUTLINE

The course description is online @ <http://camosun.ca/learn/calendar/current/web/math.html>

Ω Please note: the College electronically stores this outline for five (5) years only.
It is **strongly recommended** you keep a copy of this outline with your academic records.
You will need this outline for any future application/s for transfer credit/s to other colleges/universities.

1. Instructor Information

(a)	Instructor:	Dr. Michelle Edwards
(b)	Office Hours:	Lansdowne: Tues 4:30-5:20 Thurs 4:30-5:20
(c)	Location:	Ewing 270 (Lansdowne)
(d)	Phone:	250-370-3428
(e)	Email:	medwards@camosun.bc.ca
(f)	Website (D2L):	http://online.camosun.ca

2. Intended Learning Outcomes

1. Demonstrate basic numeracy by performing arithmetic with and without a scientific calculator.
2. Read and write mathematics at a level sufficient for entry into the criminal justice program or business programs or elementary statistics.
3. Demonstrate an understanding of basic algebra:
 - Explain why the learned algebraic rules make sense.
 - Simplify algebraic expressions involving nested brackets.
 - Use exponent rules to simplify algebraic expressions with integer and rational exponents.
 - Solve linear equations including equations with fractions. Use formulas and solve formulas for a given variable.
 - Solve linear and compound inequalities and graph solutions on the number line.
 - Solve applied problems using a single variable.
 - Interpret mathematical statements involving function notation. Evaluate functions. Graph basic equations by constructing a table of values.
 - Graph linear functions using a variety of strategies. Determine equations of lines given a graph or two points or the slope and a point. Model problems using linear functions.
 - Solve systems of linear equations in two variables by graphing, substitution, and elimination. Solve applied problems using two variables.
 - Add, subtract and multiply polynomials. Divide a polynomial by a monomial.

3. Exit Grade

A grade of C+ (65%) or better is needed for Business programs at Interurban, Math 112, 113, or 109. A grade of C (60%) or better is needed for Math 116 or 137. A grade of B (73%) or better is needed for Math 139. Note that Math 135 cannot be used by BBA students to satisfy the UT math requirement (although it can satisfy prerequisites).

4. Required Materials

- (a) Textbook: *Career Algebra, Tobey, Slater, Blair, Crawford, 1st Custom Edition, Pearson, 2013.*
- (b) Calculator: The calculator allowed on tests and the final exam is the *Sharp EL-531* or *Texas Instrument BAII Plus (for business students)*. The *Sharp* is strongly recommended. **Calculators will not be permitted on the first term test. There is a non-calculator portion of the final exam worth 25% of the exam grade.**

5. 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, at Student Services, or the College web site at camosun.ca.

STUDENT CONDUCT POLICY

There is a Student Conduct Policy **which includes plagiarism**. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, at Student Services, and the College web site in the Policy Section.

ACADEMIC PROGRESS POLICY

There is an Academic Progress Policy designed to enhance a learner's likelihood of success. Students should 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://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf>

6. Basis of Student Assessment (Weighting)

Grade Calculation

The final grade will be calculated according to the following breakdown:

Assignments:	20%
Term Tests:	30% (4 tests, 7.5% each)
Final Exam:	50%

Assignments

There will be one assignment for each chapter covered; assignments are equally weighted.

- You must work on each assignment regularly; there will be no extensions. You may submit assignments early.
- If a serious situation arises that prevents you from submitting an assignment on time, please email me as soon as possible and provide documentation (i.e. a doctor's note).
- While I encourage you to work with your classmates and share ideas, your assignments must be **entirely your own work in your own words**. Copying someone else's work is academically dishonest and comes with serious consequences.

Term Tests

There will be 4 in-class term tests; term tests are equally-weighted.

- The term test dates are:
 - Thursday September 21st (**no calculators on this test**)
 - Thursday October 19th
 - Tuesday November 14th
 - Tuesday December 5th
- You must write term tests during class time on the scheduled dates.
- If a serious situation arises that prevents you from writing a test at the scheduled time, please email me as soon as possible and provide documentation (i.e. a doctor's note).
- No electronic device other than the approved calculator may be used on term tests. You may not use a calculator on the first test.
- No papers, references, books, etc., may be used on term tests.
- There is **absolutely no collaboration** permitted on term tests.

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 October 20th and spans December 11-19. Do not make commitments for this period until you know your exam date(s).
- The final exam is cumulative and 3 hours long.
- No electronic device other than the approved calculator may be used on the final exam and you may not use a calculator on the first 25% of the final exam.
- No papers, references, books, etc., may be used on the final exam.
- There is **absolutely no collaboration** permitted on the final exam.

7. Grading System

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	Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite.	1
0-49	F	Minimum level has not been achieved.	0

8. Course Content and Schedule

We will cover all section in the following chapters in the textbook at the rate of about two sections per lecture:

Chapter 0 (unlabeled) – A Brief Review of Arithmetic Skills

Chapter 1 – Real Numbers and Variables

Chapter 2 – Equations and Inequalities (Plus 2.6* Compound Inequalities on D2L)

Chapter 3 – Solving Applied Problems

Chapter 5 – Exponents and Polynomials (Plus 5.2* Rational Exponents on D2L)

Chapter 6 – Graphing and Functions

Chapter 7 – Systems of Equations

9. Other Information

Extra Help

You can get free face-to-face tutoring from our instructional assistants in the Math Help Centres in E342 (Lansdowne) or Tec142 (Interurban). Hours are posted on the lab doors and on the website

<http://camosun.ca/services/help-centres/math.html>.

D2L

This class has the assistance of Desire2Learn (D2L), an online course management system. All course related materials, grades, and announcements will be available on D2L. It is your responsibility to ensure you have access to D2L and to check it regularly. I recommend setting up alerts by clicking on your name in the top right corner and navigating to Notifications.

Academic Integrity

The Department of Mathematics and Statistics has prepared a “red 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.

Class Time

It is expected that you will attend each class and be an active learner. This means participating in class discussions and attempting any problems the class is working on. Please come prepared with paper, pencils, ruler, calculator, etc. Bringing your textbook is not required, but you may find it useful.