



**School of Access
Community Learning Partnerships Department**

MATH 037 Math for Professional Cook Program Fall 2018

COURSE OUTLINE

The Approved Course Description is available on the College website

http://camosun.ca/learn/programs/academic-upgrading/what-youll-learn/upgrading.html#tabs-fundamental_a

1. Instructor Information

(a) Instructor	Pooja Gupta
(b) Office hours	Variable, see the attached information sheet
(c) Location	Saanich Adult Education Centre / CBA 149
(d) Phone	250-370-3848 Alternative: _____
(e) E-mail	guptap@camosun.ca (Email is preferred over phone)
(f) Website	http://camosun.ca/

2. Intended Learning Outcomes

At the end of the course, students will be able to:

1. Demonstrate knowledge and skills in using the principles and operations of arithmetic and measurement
2. Apply a variety of strategies in solving math-related problems
3. Apply knowledge and skills in arithmetic and measurement to solve problems related to the Professional Cook Foundations Program
4. Use knowledge of arithmetic, measurement, and applied problems as a basis for further study in the Professional Cook Foundations Program

3. Materials

Required:

- Textbook *Math Principles for Food Service Occupations*, Anthony J. Strianese and Pamela P. Strianese, Sixth Edition, 2012
- *Unit R Arithmetic Review* booklet
- Scientific calculator

4. Course Instructions and Content

- (a) Please review all the material for each test. There are 9 tests in the course. Some tests cover more than one chapter from the text. Students need to spend 5–15 hours of study time per week to complete this course within 4 months.
- (b) The math 037 course material is listed in the table below. Read the material and explanations, study the examples and do the practice questions. Please ask your instructor if you have any questions about the material. Remember to check your answers with the answer key provided by your instructor.
- (c) When you have finished reviewing the material for each test, please let your instructor know that are ready to write a test. Your instructor will set up the test for you.
- (d) After writing the test, please review your test results with the instructor. Instructors usually review tests the next class. If you score 75% or better, you can move on in the course.

MATH 037 Course Content		
	Arithmetic Review (no calculator)	Unit R Handout
Test 1	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
	Dividing whole numbers and decimals	R.7
	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
	Summary and Review	
	Practice Test 1	
	Test 1 (no calculator)	
	<i>Review of Basic Math Fundamentals</i>	Strianese/Strianese Text: Math Principles for Food Service Occupations
Test 2	Using the Calculator	Chapter 1
	Numbers, Symbols of Operations, and the Mill	Chapter 2
	Addition, Subtraction, Multiplication, and Division	Chapter 3
	Fractions, Decimals, Ratios, and Percents	Chapter 4
	Summary and review	
	Practice Test 2	
	Test 2	
Test 3	<i>Weights and Measures and the Metric System</i>	
	Weights and Measures	Chapter 5
	Using the Metric System of Measure	Chapter 6
	Summary and review	
	Practice Test 3	
	Test 3	
Test 4	<i>Portion Control</i>	Chapter 7
	Summary and review	
	Practice Test 4	
	Test 4	
Test 5	<i>Converting Recipes, Yields, and Baking Formulas</i>	Chapter 8
	Summary and review	
	Practice Test 5	
	Test 5	
Test 6	<i>Food, Recipe, and Labour Costing</i>	Chapter 9
	Summary and review	
	Practice Test 6	
	Test 6	
Test 7	<i>Determining Cost Percentages and Pricing the Menu</i>	Chapter 10
	Summary and review	
	Practice Test 7	
	Test 7 test	
Test 8	<i>Purchasing and Receiving</i>	Chapter 12
	Summary and review	
	Practice Test 8	
	Test 8	
Test 9	<i>Daily Production Reports and Beverage Costs</i>	Chapter 13
	Summary and review	
	Practice Test 9	
	Test 9	
	Practice Final Exam	
	Final Exam	

5. Basis of Student Assessment (Weighting)

The math 037 course has nine (9) unit tests worth 75% of final grade. There is also a final exam worth 25% of the final grade. Students must get a minimum of 75% on at least one test and on one exam. Students can rewrite a test, but all tests count toward final grade. The course grade is either COM (complete) or IP (in progress) or NC (not complete).

Note:

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

6. Grading System

(If any changes are made to this part, then the Approved Course description must also be changed and sent through the approval process.)

(Mark with "X" in box below to show appropriate approved grading system – see last page of this template.)

Standard Grading System (GPA)

Competency Based Grading System

7. Recommended Resources to Assist Students to Succeed Throughout the Course

Ask your classroom instructional assistant FIRST and then you could also go to:
ACADEMIC UPGRADING HELP CENTRES (CBA 109 and E342)

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

There are many other Camosun services available to help you succeed in and out of the classroom, including education planning, learning and personal support, campus life, work and housing, and getting around. This information is available at Registration or the College web site <http://camosun.ca/services/>

8. College Supports, Services and Policies



Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @ <http://camosun.ca/about/mental-health/emergency.html> or <http://camosun.ca/services/sexual-violence/get-support.html#urgent>

College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at <http://camosun.ca/>

College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, Student Appeals, Student Conduct, and Student Penalties and Fines.

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.

9. MATH 037 Essential Skills (based on learning outcomes, coursework and classroom interaction)

Numeracy: numerical calculation and measurement (arithmetic, metric and imperial measurement, graphs, formulas, geometry)

- Convert between fractions, decimals, and percent
- Add, subtract, multiply and divide rational numbers
- Solve application problems involving arithmetic, metric and imperial measurement.
- Use the common metric and imperial units for temperature, length, volume and mass
- Convert between and within metric and imperial units using tables and/or calculators
- Read, write, and use ratios and proportions to solve percent and other application problems
- Distinguish between significant digits, accuracy, and precision
- Extract and interpret information from tables
- Solve equations, formulas, and related application problems

Reading

- Scan for key information
- Read and correctly follow written directions
- Read a full text to understand, learn or evaluate
- Integrate and synthesize information from multiple sources
- Refer to appropriate written (hardcopy or online) resources when experiencing difficulty

Document Use

- Interpret information in graphs or charts
- Use a table of contents or index to find specific information

Writing

- Organize, record and document
- Write notes in point form

Oral Communication

- Follow oral instructions and explanations
- Seek or obtain information from peers and instructor

Working with Others

- Work independently alongside others
- Use appropriate and respectful communication with peers and others
- Receive and apply relevant feedback

Thinking Skills

- Apply prior learning to facilitate effective study and to integrate information from a text with background knowledge from outside the text
- Identify learning strengths
- Identify and set short and long term goals
- Maintain a personalized learning plan within an individualized educational setting
- Identify key facts and issues related to a problem
- Apply a variety of strategies in solving math-related problems
- Check that answers and solutions to problems are reasonable
- Build strategies for successfully writing math tests
- Prioritize tasks
- Use tools (calendars, agendas, checklists) to help organize tasks and for time management
- Identify, compare, contrast and critically evaluate multiple pieces of information while reading, listening and/or viewing

Digital Technology

- Use a scientific calculator
- May use online tools to communicate and to learn and practice mathematical skills

Continuous Learning

- Deepen understanding of skill strengths and areas in need of improvement
- Recognize preferred learning styles (learning by seeing, hearing or doing)
- Try new ways of doing things
- Continue studies in Foundations Level Trades Programs (except Electrical)