



Welcome to Camosun College!

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

**School of Access - Academic and Career Foundations Department  
MATH 024 Fundamental Mathematics 4  
COURSE OUTLINE**

*The Approved Course Description is available on the College website  
<http://camosun.ca/learn/calendar/current/web/math.html>*

**1. Instructor Information**

**Instructor:** Alison Bowe  
**Office:** CBA 150

**Phone:** 250.370.4911  
**e-mail:** [bowe@camosun.ca](mailto:bowe@camosun.ca)

**Text:** 250.881.0264

**May - August 2019 Instructor Schedule**

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:30-10:30		Math S01 CBA 117	Office Hours CBA 150	Math S01 CBA 117	Office Hours CBA 150
10:30-11:30	Math S02 CBA 117	Lunch Break	Math S02 CBA 117	Lunch Break	Math S02 CBA 117
11:30-12:30					
12:30-1:30	Lunch Break	Math S03 CBA 117	Lunch Break	Math S03 CBA 117	Lunch Break
1:30-3:30	Office Hours CBA 150		Help Centre CBA 109		

**2. Intended Learning Outcomes**

(Complete ABE Fundamental Mathematics learning outcomes at ABE Articulation Handbook website <https://www.bccat.ca/pubs/2018-19%20ABE%20Articulation%20Guide.pdf> )

On completion of the course students will be able to:

- Use math vocabulary related to place value, adding, subtracting, multiplying, and dividing decimals to 10,000ths.
- Identify place value and compare the magnitude of decimals.
- Round decimals to a given place.
- Add, subtract, multiply, and divide decimals.
- Use addition, subtraction, multiplication, or division of decimals to solve application problems.
- Solve multi-operation application problems involving decimals.
- Measure length, mass, capacity, and temperature using metric and imperial devices.
- Convert measurements within the metric system.
- Add and subtract metric measurements.
- Work independently on the materials provided, and ask for help when needed.
- Use strategies to organize work and notes, and to manage time and math anxiety.

### 3. Required Materials

(a) textbook: *Adult Literacy Fundamental Mathematics Book Four*

#### Supplementary Materials

- (b) three-ring binder, lined paper, graph paper
- (c) pencils, eraser, ruler, highlighter, file cards
- (d) additional math 024 materials can be found here: <https://sites.camosun.ca/acf-math/math-021-026/>

### 4. Course Instructions and Content

- (a) for each topic of the book listed below, study the explanations and examples, then work through and check your answers to as many exercise problems as you need to fully understand
- (b) ask for help when you have difficulties, or when you don't understand something
- (c) complete the Self-Tests for each topic and check your answers, then to prepare for the Unit Test complete the Review problems at the end of each unit
- (d) after clearing up any problems and correcting your errors, ask your instructor for authorization to write the Unit Test
- (e) review your test results with the instructor, and proceed to the next unit if you score 75% or better, or rewrite the test if you score less than 75%
- (f) calculators may not be used on tests, unless approved by the instructor

The 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.

unit	topic	MATH 024 course content – Book Four	date
1		<b>Working With Decimals</b>	
	A	Part of the Whole Thing	
	B	Reading and Writing Decimals	
	C	Comparing Decimals	
	D	Review: Rounding Whole Numbers	
		Unit 1 Review	
		Unit 1 Test	
2		<b>Adding and Subtracting Decimals</b>	
	A	Adding Decimals	
	B	Subtracting Decimals	
	C	Bookkeeping	
		Unit 2 Review	
		Unit 2 Test	
3		<b>Multiplying Decimals</b>	
	A	Multiplying Decimals	
		Unit 3 Review	
		Unit 3 Test	
4		<b>Dividing Decimals</b>	
	A	Dividing Decimals	
		Unit 4 Review	
		Unit 4 Test	
5		<b>Using Decimals in Real Life</b>	
	A	Unit Pricing	
	B	Decimal Problems	
		Unit 5 Review	
		Unit 5 Test	

unit	topic	MATH 024 course content – Book Four	date
6		<b>Measurement</b>	
	A	Why Metric?	
	B	The Prefixes	
	C	Measuring	
	D	Conversion Within the Metric System	
		Unit 6 Review	
		Unit 6 Final Test	

## 5. Basis of Student Assessment (Weighting)

The MATH 024 course grade is the average of all unit Final Test scores.

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

## 6. Grading System– Standard Grading System <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>

A+	90–100%	B+	77–79%	C+	65–69%
A	85–89%	B	73–76%	C	60–64%
A–	80–84%	B–	70–72%	IP	in progress

### 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.

## 7. Learning Support and Services for Students

### ACADEMIC UPGRADING HELP CENTRE (CBA 109 or Ewing 342)

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

Help with coursework, reference & learning materials library, computers & printers, quiet testing & study areas

## 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/>

### 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/services/>

### 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.