



MATH 0301 - PRE-ALGEBRA

Course Syllabus: Fall 2017

"Northeast Texas Community College exists to provide responsible, exemplary learning opportunities."

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Office Hours	Monday	Monday	Wednesday	Wednesday	Friday	Online
	Before class/ After class		Before class/ After class			

The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.

Catalog Course Description:

No college credit.

Lecture/Lab/Clinical: Three hours of class each week

This course is designed to develop or review mathematical skills necessary for success in subsequent math courses. Topics covered include operations and applications on whole numbers, fractions, decimals, percents, plane geometry; ratio and proportion; operations with real numbers and basic equation solving.

Required Textbook(s): None; students must purchase a MyMathLab access code. You **will not** have to purchase a new access code for beginning and intermediate algebra.

Publisher: Pearson

ISBN Number: NA

Recommended Reading(s): None

Student Learning Outcomes:

Upon the successful completion of this course, students will be able to:

1. Solve problems using order of operations.
2. Perform operations involving fractions.
3. Perform operations involving decimals.
4. Perform operations involving real numbers.
5. Solve application problems involving whole numbers, fractions and decimals.
6. Solve basic equations.

Lectures & Discussions:

Whole Numbers

Prime Numbers

Divisibility Rules

Prime Factorization

Fraction Basics
Simplifying Fractions
Multiplying and Dividing Fractions
Adding and Subtracting Fractions
Decimals
Exponents, Order of Operations, and Inequality
Variables, Expressions and Equations
Real Numbers and the Number Line
Adding Real Numbers
Subtracting Real Numbers
Multiplying and Dividing Real Numbers
Properties of Real Numbers (Distributive Property only)
Simplifying Expressions
Solving Basic Equations

Evaluation/Grading Policy:

The face-to-face class time will take place in a traditional setting; however, the homework component will take place on MyMathLab. Because pre-algebra will last only eight weeks, it is possible that there will be at least two homework assignments each day. Students are expected to complete the homework assignment(s) by the next class period; therefore, having access to a computer is essential. There will be six tests and a comprehensive final. All tests will be taken in the computer lab except the final, which will be taken in class on October 18. Students will be allowed two attempts on the tests if needed, except the final, in order to achieve a passing score or to improve a score. Tests can only be taken when the review is completed with at least an 80% score. The tests will be open for five days. If at that time, it is not taken, a zero will be entered for a grade. You may still take the test, except you will only have one attempt. Choosing not to do the homework assignments and tests is not an option; prerequisites are set to insure completion of some assignments before moving on to new ones. **NOTE:** Any assignment, homework, or test not submitted will receive a grade of zero. There is no provision for earning extra credit in this course.

Although homework and tests, will be completed online, the grade that you see on MyMathLab is not the actual grade you have in the class.

Homework	20%
Attendance/Class Participation	25%
Chapter Tests	30%
Final Exam	25%

Tests/Exams:

Test 1: September 11-16
Test 2: September 18-23
Test 3: September 25-28
Test 4: October 2-7
Test 5: October 9-14
Test 6: Oct 16-18
Final Exam: October 18

Assignments:

Monday, August 28: Introductions, Syllabus, and Whole Number Exercise
Wednesday, August 30: Multiplication Exercise, Log into MyMathLab
Monday, September 4: Labor Day
Wednesday, September 6: Prime Numbers, Divisibility Rules, Prime Factorization
Monday, September 11: Fraction Basics, Simplifying Fractions, Exam 1 Review
Wednesday, September 13: Multiplying and Dividing Fractions
Monday, September 18: Adding and Subtracting Fractions, Fraction Applications, Exam 2 Review
Wednesday, September 20: Decimals
Monday, September 25: Finish Decimals, Exam 3 Review
Wednesday, September 27: 1.1
Monday, October 2: 1.2, 1.3, Exam 4 Review
Wednesday, October 4: 1.4, 1.5
Monday, October 9: 1.6, 1.7
Wednesday, October 11: 1.8 Exam 5 Review
Monday, October 16: Final Exam Review
Wednesday, October 18: Final Exam

Other Course Requirements:

Having access to a computer outside of class is critical. Homework is only submitted online and all tests except the final will be taken outside of class. On campus there are computers available for student use in the library and IT 112. Computers are also available at the Hansen-Sewell Center in Pittsburg, the Naples/Omaha Education Center in Naples and public libraries. Call first to check for hours of operation. Students are expected to complete the homework assignments whether in class or not.

Student Responsibilities/Expectations:

Students are expected to conduct themselves in a mature and respectful manner toward the instructor as well as other students. An orderly and cooperative classroom environment is essential for optimum learning to take place. In order to maintain an environment in which learning can take place the following behaviors are expected to be observed:

- Students will be prepared and focused during instruction.
- Students will remove hats and hoodies upon entering the classroom.
- Students will refrain from cellphone usage which distracts others, including the teacher.

NTCC Academic Honesty Statement:

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

Academic Ethics

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with Shannin Garrett, Academic Advisor/Coordinator of Special Populations located in the College Connection. She can be reached at 903-434-8218. For more information and to obtain a copy of the Request for Accommodations, please refer to the [NTCC website - Special Populations](#)

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Other Course Policies:

RE-TESTING POLICY: If the TSI Assessment is retaken before the student completes a developmental course, the resulting score will determine placement in subsequent courses. It is the student's responsibility to take the score to the instructor of the class. That instructor will give the student a grade of CR on the final grade sheet, and the student will no longer be required to attend that class for the rest of the semester.