Math 100: Basic Mathematics - Syllabus - Spring 2017

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Office Hours: To Be Announced
                    and also By Appointment (just email me)

Section	Time	Instructor/TA	Email Address
03	MW 10-11am	Justin Eld	jeld@math.wsu.edu
04	MW 11:10am-12pm	Justin Eld	jeld@math.wsu.edu
05	MW 12:10-1:00pm	Justin Eld	jeld@math.wsu.edu
07	TuTh 9:10-10am	Sablan	esabalan@math.wsu.edu
09	TuTh 11:10am-12:00pm	Sablan	esabalan@math.wsu.edu
10	TuTh 12:10-1:00pm	Sablan	esabalan@math.wsu.edu

Credit: 2 credits (These do not count towards your degree, but do count towards financial aid.)

Prerequisites: none

Textbook: Course Notes for Math 100 available through Cougar Copies
        ALEKS semester Access Code available through the Bookie or online through ALEKS.com

Modules Covered:
    (1) Whole Numbers
    (2) Signed Numbers
    (3) Fractions
    (4) Decimals
    (5) Conversions
    (6) Measurement
    (7) Basic Algebra
    (8) Proportion & Percent
    (9) Formula & Application Problems
    (10) Powers & Roots

Student Learning Outcomes: Once you successfully complete this course you will have a mastery of basic skills and facility in operations involving whole numbers, integers, variables, fractions, decimals, measurement, unit conversions, introductory algebra, inequalities, absolute value equations, proportion and percent, and finally powers and roots. You will be able to apply these skills to working with formulas and solving problems involving applications and will have the mathematical foundation to progress on to Math 103. These outcomes will be assessed through on-line work in ALEKS, written exercises, and Module Tests.

Course Design

This course is designed to help you work through critical mathematical concepts that are needed for college level mathematics classes. Your instructor is here to help you work through any difficulties you encounter, and the on-line learning supplement will also act as your personal tutor. This course is designed for YOUR SUCCESS. Please read through the information below to learn more about how the course is structured and what the expectations will be.

ALEKS. You will start the course with an initial knowledge check in ALEKS, the on-line learning supplement you will use throughout the semester. ALEKS stands for Assessment and Learning in Knowledge Spaces and is a research-based tool that has been used successfully to facilitate student learning for over 25 years. It has a rich supply of built-in resources such as written explanations, worked out examples, and often video clips explaining certain concepts. You will start with a brief tutorial to show you how the tool works and how to enter answers. ALEKS is an artificial intelligence system that utilizes adaptive learning. In order for the program to help you work on topics in math that YOU need to master, you will do the initial knowledge check in ALEKS which in 25-30 questions is able to determine what you know from the material covered in the course. This establishes your base knowledge so that ALEKS knows what mathematical tools you already have mastered and what you are ready to learn. *It is very important that you take this initial knowledge check seriously and try to do well, but do not use any external resources or it will not work to your advantage.* Once you finish the knowledge check you will begin work in the ALEKS Modules.

To access the modules, you will see a path. Follow it to start with Module 1 objectives. Once you complete those you will have access to Module 2 and so forth. You will start working on topics within that module by selecting from the available topics. You will never be given a problem outside of a Knowledge Check for which you do not already have the prerequisite knowledge needed to learn that topic. Continue working through the topics until you complete 100% of the module. You can check your progress by clicking on "Gradebook." Calculators may only be used when the ALEKS calculator is provided. Otherwise they should only be used to *check* an answer, but not to determine the answer initially.

Course Notes. Once you complete a module in ALEKS, you will go to your Course Notes packet and read the material on that module. At the end of each module is a set of exercises. Work through these at home or in class *on notebook paper*. Show all of your work and get in the habit of working neatly and in an organized manner. Calculators are not to be used on the written exercises, except to *check* an answer. This written practice will help you learn to organize and communicate your work and will reinforce the learning you are doing through ALEKS. After you complete these exercises, you will turn in the written exercises to your instructor to grade. Your instructor will mark any incorrect problems and help you work through any misconceptions you still have. You will then re-write the problems you missed and submit those for re-grading. Once your instructor feels that you have mastered the material based on your written work, you may schedule your module test.

Module Test. Once all of the required ALEKS and written exercises are done at the required level for a module, you are eligible to take the test for that module. Module tests typically will be given the next class day after you have completed both the ALEKS work (at 100%) and the written practice to your instructor's satisfaction. Calculators are not used on module tests, not even to check answers.

The required mastery level is 85% on the test. If you do not earn 85% or higher on the test, an additional worksheet will be required to be completed before a re-test. The unit test may be repeated up to 2 times.

Grading: To receive an S (satisfactory) in the course, you must complete all 10 modules. Eight of the ten must be completed with a test score of 85% or better and the remaining 2 must be completed with a test score of 50% or better. **To be eligible for using a test score of at least 50% but less than 85%, you must attempt all three exams for that module.** *The 8 completed at a mastery level of 85% must include the module on fractions (Module 3) since that is a critical competency.* Students who meet the criteria above will receive an S in the course and will be prepared for Math 103.

Weekly Schedule: This is an individualized class since each student will have a different background on the topics to master, but in order to complete the required modules at the mastery level needed to pass the course, you are required to work at a steady pace throughout the semester. Each student will have different strengths and different weaknesses and material that is difficult for one student may be easier for another student. You will each have to make adjustments based on your own learning style and baseline knowledge. The course schedule represents a pace for making normal progress and completing the material by the end of the semester. Some people will be able to move faster than the schedule and you are encouraged to do so. If you are able to work at a faster pace, you could complete the course BEFORE the end of the semester. ***Please see the weekly schedule with important details such as the last day to start testing in each module and module completion deadlines. Missing a deadline will result in automatically <u>failing the course</u>, with only two exceptions. Once you've missed two deadlines, primary or secondary, you will fail the course when you miss your third deadline.***

Attendance Policy: This is an individualized class, but you are expected to attend class every day and to make progress at least at the pace specified on the course schedule. The main reason students fail this class is that they miss too many classes, fall behind, then realize too late that they have not left themselves enough time to learn the material required to successfully complete the class. To address this situation, we have implemented a policy stating that you must start testing in a given module by a specified date. There are also four course deadlines, which only apply if you did not achieve a score of 85% or better on the first test for a given module. These deadlines require all extra worksheets and re-testing be completed by the specified dates. As stated above, missing more than two deadlines translates into <u>failing the course</u>. All of the dates for the different deadlines can be found on the course schedule.

Students with Disabilities: Reasonable accommodations are available for students with a documented disability. If you have a disability and need accommodations to fully participate in this class, please either visit or call the Access Center (Washington Building 217; 509-335-3417) to schedule an appointment with an Access Advisor. All accommodations MUST be approved through the Access Center.

WSU Safety Measures: Washington State University is committed to maintaining a safe environment for its faculty, staff, and students. Please visit http://safetyplan.wsu.edu and http://oem.wsu.edu/emergencies to access the Campus Safety Plan and emergency information.

Academic Integrity: Please note that we take extremely seriously the university's policy on the need for academic honesty in all your work. Any form of dishonesty in an assignment will lead to a zero on an assignment and we reserve the right to give a grade of F for the course as well. If needed, Student Affairs will be contacted. Visit the following site for more information regarding what constitutes academic dishonesty and the WSU procedures for handling cases of academic dishonesty. http://www.conduct.wsu.edu/default.asp?PageID=343

Study Assistance: We are here to help you succeed. Please make regular use of available resources including
- my office hours
- the Math Learning Center (Cleveland 130) which is open Sunday 4pm to 9pm, Monday thru Thursday from 10am - 9pm and Friday from 10am - 5pm starting when classes begin for the semester
- the Thompson Hall Computer Lab (Thompson 1) which is open Monday thru Thursday from 5pm- 9pm.

You are also encouraged to form study groups with others in the class. **Read and use the Course Notes**. As you will see below, you will be required to attempt all of the You-Try problems and check your answers. As soon as you find you are getting stuck or don't feel you are understanding some material fully, seek out help from your instructor or a tutor immediately. If you need more individualized assistance than you are finding in the Math Learning Center (MLC), private tutors are available for a fee and a list can be found at the front desk in the MLC. However, the objective is for you to learn thoroughly the material covered in this course, so do not become dependent upon a private tutor.

Math 100 Module Exercises Guidelines

If the following requirements are not followed your exercises will not be accepted.

1. You are expected to submit university level work.
2. Submit your module exercises on 8 ½ x11 paper.
3. Jagged edges (such as those found when paper is pulled from a spiral notebook) ***must be removed!***
4. Multiple pages must be ***stapled*** in upper left corner. Using paperclips or folding the corners is ***not*** allowed.
5. Handwriting must be legible. Remember, someone else will be attempting to read your work. You are not doing it solely for you to look at later.
6. Use pencil only. Pen is not allowed. Do not submit exercises with excessive work crossed out.
7. **Write out the original statement of each problem** and then all of the steps involved in completing it. ***Answers without supporting work (even if they are correct) will most likely be marked for you to re-do.***
8. ***Space your work in order to allow room for corrections or comments***. This means you should NOT crowd the solutions. Leave at least one blank line after each problem. Please feel free to write on both sides of the paper in order to leave more room between each problem.
9. **Put a** $\boxed{\text{BOX}}$ **around your final answer.** Your goal as the student should be to make grading your work as quick and as easy as possible for whoever may be grading it.
10. At the ***top right corner*** of your written homework set, write the following information.
    (i)   Your name
    (ii)   Math 100 – Section #   (i.e. Section 3, 4, or 5)
    (iii)   Module #   (i.e. Mod #1, Mod #2, etc.)
    (iv)   Label with "Corrections" when you are re-submitting some of the problems
11. At the beginning of your page, work through all of the You Try problems, showing all your work. Then copy the "Answers to You Try Problems" and compare your answers. You should be reproducing the same answers you already wrote down. Only after completing all of the You-Try problems (and reproducing the correct answers, of course) may you being to work on the regular module exercises.
    -Draw a horizontal line across your page (or use some other obvious labeling system) to indicate where the You Try problems end and the regular problems begin.
    -I will not accept your module exercises if you try to submit them without showing that you understand the You Try problems first.