

CSKLS 372: Prealgebra – 3.5 units

Section 0378

FALL 2017

Instructor: Regina Guerra

rguerra@santarosa.edu

707.522.2690 (office/voicemail)

Analy Village 608 [Across from the Lab, go through the door marked with a G]

Student Contact Hours: Monday: Drop-in Lab 1:00-3:00pm; Office Hours 3:00-3:30pm

Tuesday: Drop-in Lab 9:30-10:30am; Office Hours 10:30am-12:00pm

Wednesday Drop-in Lab 1:00-2:30pm; Office Hours 2:30-3:30pm

Thursday Office Hours 11:00am-12:00pm; Drop-in Lab 12:00-12:30pm

*and by appointment

Course Outline of Record:

https://portal.santarosa.edu/srweb/SR_CourseOutlines.aspx?CVID=37417&Semester=20175

Course Description: This course will teach operations with signed numbers; rules of powers and square roots as applied to real numbers; geometric formulas for perimeter, area, and volume; simplifying and evaluating algebraic expressions; and solving linear equations. Emphasis is placed on critical thinking and problem solving strategies. This course is designed to help you gain confidence in your math skills and build a solid foundation for future math classes.

Prerequisite: Course completion of CSKLS 371 or CSKLS 368B or higher; OR qualifying score on Math placement test.

Texts: Matthew Greaney: Prealgebra for College Students, 3rd Edition

372 Course Reader (to be put in a 3-ring binder and brought to class and lab)

Course Days	Times	Location
Mondays and Wednesdays	10:00-11:20am	Maggini Hall 2704
Mondays and Wednesdays	11:30am-12:20pm	Analy Village 615

Learning Outcomes: Upon completion of Prealgebra, students will be able to:

1. Simplify and evaluate arithmetic and algebraic expressions using mathematical algorithms.
2. Translate words and phrases into mathematical expressions and equations.
3. Apply critical thinking strategies and math concepts to set up and solve pre-algebra and geometry problems.
4. Demonstrate fluency with appropriate mathematical terminology and symbols.
5. Solve linear equations with one variable.
6. Use academic literacy skills to improve studying and learning.

Methods of Instruction: The course will consist of in-class lectures emphasizing both conceptual understanding and practice solving problems. Students are expected to actively participate in the discussion, as well as assist the instructor in solving problems on the board. In-class group and/or individual problem-solving work will be used. Additionally, this course contains 2 1-hour mandatory lab sessions with assignments to reinforce the lecture.

Workload/Time Commitment: Math classes are time consuming. Doing well in this class will require time, motivation, effort, and persistence to succeed. I strongly encourage students to create a weekly schedule to organize your time so you don't fall behind. I am happy to help you do this!

Classroom lecture: 3 hours per week

Lab: 2 hours per week minimum. The lab worksheets and lab quizzes can only be completed in the lab. If you need more than the 2 scheduled lab hours per week (i.e. M/W 11:30am-12:20pm) to complete a lab assignment, you can use the "Drop-in lab" (Analy Village 618) at another time that fits your schedule. If you need less than the 2 scheduled lab hours you will be directed to do homework, corrections, or other assignments until 12:20pm. Lab attendance is part of the course and will be factored into your participation grade.

Homework, reading, and test prep: 4 hours per week or more. Each homework assignment may take 2 or more hours to complete.

Students should be advised that a time commitment of 10 hours per week is a minimum expectation for success in the course. Some students may need more time.

Attendance Policy/Expectations: Class meets Mondays and Wednesdays. Attendance at all class meetings is required. Students are expected to stay for the entire class and lab session. Any student requiring early dismissal should please let me know (preferably by email) before the class starts. Students are responsible for catching up on material covered during classes they have missed and for completing all assignments.

Units: 3.5-units GRADE (Pass/No Pass option: see me, a counselor, the college catalogue or the college website for more information)

Grading:

- Participation: 10% (in class 5% and in lab 5%)
Each absence from class or lab will affect your overall progress in the class. If you are unable to attend class or lab, refer to your Unit calendar, contact a classmate to find out what you missed, and do your best to keep up with the material and complete the homework. I cannot stress enough how important it is to be present for all classes and labs. In the words of Woody Allen: "Showing up is 80% of life."
- Homework: 25%
Homework will be assigned at each class session and is due at the beginning of the next class. Homework is practice for the quizzes, tests, and final exam and is the most effective way for you to assess whether you understand the material. I encourage you to work on your homework with your classmates or in a study group. At the beginning of class we will review the answers to the homework. On the day of the Unit Test, you will take a "Homework Quiz" to receive credit for doing your homework. **Your process must be shown to receive full credit on a problem.** If you are absent or miss an assignment, you can check your homework during lab or office hours.

- **Lab Assignments and Lab Quizzes:** 25% (2 tries)
Lab assignments provide additional exercises to reinforce lecture topics. Worksheets (where you will show your work) are found in your course reader. Quiz blanks are also found in your course reader. Lab quizzes can only be taken after completing the worksheets. Your best score of two attempts is recorded. The quiz questions are given out at the front desk, once you have shown that you've completed the worksheet. Lab quizzes are due by the day of the Unit Test.
- **Unit Tests:** 20% (1 try)
There are 4 required Unit Tests. If you miss a test you will receive a 0 for that test. There are no make-up tests. Please refer to your Unit calendar for tentative test dates and plan accordingly. Unit Tests will be taken during the lab hour. A practice test for each Unit Test is provided in the back of your course reader.
- **Final Exam:** 20%
There is a cumulative exam given in the classroom on **Wednesday, December 20 from 7am-9:45am.**

Grading: A final grade of "C-" (71%) is required to pass the course. Grades for homework, lab quizzes, unit tests, participation, and the final exam can be found on our Canvas class site.

Course grades will be assigned based on the following scale:

91 – 100%	A
81 - 90%	B
71 - 80%	C
61 - 70%	D (not passing)
Below 60%	F (not passing)

Student Conduct: Please take note of my "Expectations" handout. See also the "College Conduct Standards" section in the SRJC catalog and "Rules and Regulations" on the SRJC website.

Important Administrative Dates:

- First Day of Class: Monday, August 21 2017
- Labor Day Holiday: September 4 2017 – *No Class*
- Professional Development Day: September 5 2017 – *No Class*
- Drop without "W" Deadline: Sunday, September 10 2017
- Veterans Day Holiday: November 10 2017 – *No Class*
- Drop with a "W" Deadline: Sunday, November 19 2017
- Thanksgiving: November 23 - 26 – *No Class*

****Other important dates can be found on the SRJC website**

Communication: My preferred method of communication is through email. I will send reminders and announcements to you through myCubby. Please check frequently.

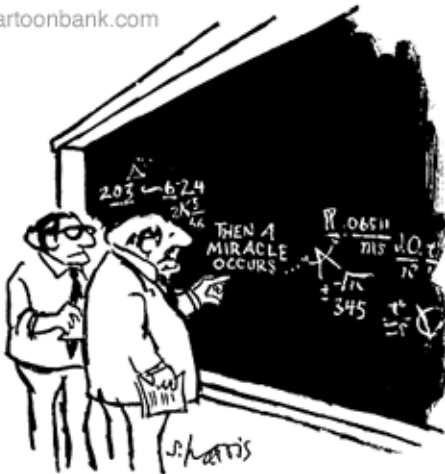
Students with Disabilities: If you need accommodations, contact Disability Resources (527-4278) or go to their office in Bertolini Hall as soon as possible to ensure such accommodations are implemented in a timely fashion.

Tentative Unit Test Dates:

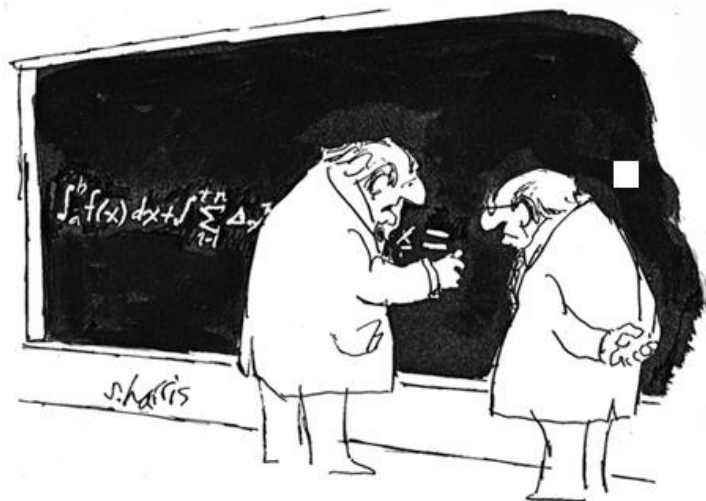
- Unit 1 – Monday September 18
 - Chapter 1
 - Chapter 2
 - Chapter 5
- Unit 2 – Monday October 9
 - Chapter 3
- Unit 3 – Wednesday November 8
 - Chapter 4
- Unit 5 – Wednesday December 13
 - Chapter 6
 - Chapter 7

Let's have a great semester!

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"I think you should be more explicit here in step two."



"THIS IS THE PART I ALWAYS HATE."

Homework Information - 372

Homework Quiz:

On the day of the Unit Test, you will take a “Homework Quiz” to get credit for completing and correcting your homework. Each homework assignment is worth 10 points. I will choose 2-3 problems from each assignment. You will refer to your homework to copy down the correct answer and your process for getting the answer. You will only receive half credit for an answer without work shown.

Completing and Correcting Homework:

There will be many challenging questions on the homework. It is crucial that you start working on the assignment early so you have time to get help if you need it. Don't stop asking questions until you are able to write out a solution to every problem. Please do not bring blank answers to class. If you wait until class to ask your questions you've waited too long! Use the resources available to you outside of class to get help before the assignment is due. Success in a math class has everything to do with perseverance. If you are not able to complete your homework you have a *time management* problem, not a math problem.

During the homework review at the beginning of class, you should correct any problems you missed and clarify any misunderstandings. In order for me to give you feedback I must be able to understand how you arrived at your solution. The more you can write down and share with me the more feedback I can give you on your thought process. Even if you do a step in your head, write it down so I can follow along with your solution. I devote a portion of each class to reviewing homework because I believe it is an important use of our time; use that opportunity to communicate with me.

Getting Help: There are many resources for you to use to get help with your homework – and they are all free!

- Drop-in lab (Analy Village 618)
 - Open Monday – Thursday 8:30am – 5:30pm, Friday 9:00am – 2:00pm, Saturday 9:00am-12:00pm
- My Office Hours (Analy Village 608)
 - See the first page of syllabus or in myCubby for days and times
 - Email me: rguerra@santarosa.edu
- ASK lab (Analy Village 601)
 - Open until 8:00pm to work on Lab worksheets and Lab Quizzes
- Tutorial Center (1st floor Doyle Library)
 - Sign up to work one-on-one with a tutor
 - Monday – Thursday 8:00am – 7:00pm, Friday 8:00am – 3:00pm
- Online tutoring
 - Available 24 hours a day, 7 days a week
 - Accessible through myCubby
 - For more info: <https://de.santarosa.edu/free-online-tutoring-srjc-students-0>
- Discussion Boards on Canvas
- Friends in class
- Google and YouTube (Khan academy is a popular site)