MATH 021: Beginning Algebra Fall 2015 (ALEKS)

Instructor: Sarah Garde   Email: sgarde@unm.edu
Office: LRC-172   **Phone**: 925-8907

Section	Class Time	Meeting Days	Location	ALEKS Course & Financial Access Codes
505	1:30 PM – 3:10 PM	Tues, Thur	**H-105**	**9PVTJ-CLQCJ**
				FFDB4-44B80-0257B-1F382

OFFICE HOURS: Monday through Thursday 8:00 - 8:45 AM; Thursday 2:30 – 3:15 PM or by appointment.
 ALEKS Customer Support: Email: http://support.aleks.com   Phone: (714) 619-7090

COURSE DESCRIPTION: This TWO CREDIT course includes the first half of a beginning algebra course including a review of basic arithmetic, real numbers, linear equations and inequalities, and an introduction to application problems. Prerequisite: Math 099 or Math 011/012.

COURSE STUDENT LEARNING OUTCOMES:
Upon successful completion of the course, students will be able to:
1. Add, subtract, multiply, and divide whole numbers, fractions, and decimals.
2. Calculate simple percentages
3. Find area, perimeter, circumference, volumes of various geometric figures.
4. Add, subtract, multiply, and divide positive and negative numbers, including integers, fractions, and decimals.
5. Use the correct order of operations.
6. Correctly simplify a numerical expression.
7. Solve simple linear equations.
8. Solve application problems involving linear equations in one variable.
9. Solve application problems involving geometry.
10. Solve simple linear inequalities.

COURSE MATERIALS:
- **ALEKS Student Access Code:** This code is available for purchase in the UNM-VC Bookstore or online at http://www.aleks.com/ Purchase a <u>minimum of 18 weeks</u> (ALEKS 360 includes an electronic book and ALEKS does not). This code will provide you access to all of the online materials for the course that will be required for the course. **You must register for ALEKS by the end of the 1st week of classes or you will be dropped from the course**
- **3-Ring binder (1-1/2 inch), 5 divider tabs, spiral, notebook paper, pencil, eraser, dry erase marker, 3X5 note cards**
  Tab Headings: Syllabus/Reference, POD/Notes, ALEKS Work, Weekly Reports, Assessments
  MATH 193: 5 additional tabs are needed for that class. Refer to Math 193 Syllabus.

IMPORTANT DATES:
Last date to drop without a grade: Friday, September 4, 2015
Labor Day Holiday: Monday, September 7, 2015
Fall Break: Thursday and Friday, October 8 & 9, 2015
Last date to drop without approval of Director of Student Affairs: Friday, November 6, 2015
Final Exam: Tuesday, December 8   8:30 – 10:30 AM

GRADING SCALE: While you will receive credit toward establishing a full-time load for financial aid purposes for Math012, this course is NOT accepted to satisfy UNM core degree requirements. Students in this course will receive the following grades:

RA+	98% and above	RC+ 78 – 79%	
RA	93 – 97%	RC 73 – 77%	***Students must receive a**
RA-	90 – 92%	RC- 70 – 72%	**minimum of 70% on the final exam**
RB+	88 – 89%	RCR 70 – 100%	**to pass the course.**
RB	83 – 87%	RNC < 70%	
RB-	80 – 82%		

GRADE WEIGHTINGS:

Attendance, Participation, ALEKS +Tutoring Time 10 hrs/wk)	**25%**
Topic Mastery	**25%**
Tests	**20%**
Cumulative Final Exam*	**30%**

THE COURSE: This course is computer-based, however students will be required to make sufficient progress each week or risk being dropped from the course. Your grade includes a <u>minimum</u> of 10 hours spent in the ALEKS program and/or working with a tutor on a WEEKLY basis, so you will need to spend time on your math outside of class. Please seek help from tutors and instructors as needed.

- Procedure for Documenting ALEKS Work:
    1. Students will take notes while working in ALEKS. Each separate day of notes needs to be labeled with the date and the pie piece/topic being covered.
    2. Practice problems need to be worked in an <u>orderly manner</u>. Students need to <u>copy the question</u> on which they are working, and show ALL work. Student then records answer in the computer.
    3. ALEKS Notes and Practice Work can either be done on loose leaf paper and kept behind Tab 3 of Binder, OR completed in a separate notebook (spiral or pad) and filed behind Tab 3 in Binder.
    4. Same procedure is followed for any ALEKS assessments. (Date the assessment, number each question, copy and solve the question, then enter answer into the computer.)
    5. ALEKS Assessments (Initial and others) need to be filed behind Tab 5 of notebook.
- Written tests will be given throughout the term. You are allowed to make corrections to tests so as to improve the grade. In order to earn back up to half the points missed, corrections need to be made on a <u>separate</u> sheet of paper. The correction paper is vertically divided in half: The problem must be reworked on the LEFT side of the paper, and the RIGHT side must contain your verbal explanation of what was done incorrectly on the test for that particular problem. Corrections must be stapled to the original test in order to be graded.
- A 12 X 12 multiplication chart and a 3"x 5" note card will be allowed for the assessments. A scientific calculator will be allowed for only a portion of these assessments. The note card for the final exam can only contain formulas.
- You will be completing a weekly time sheet and tracking your progress in the course.
- Work with a tutor will need to be documented with a Tutor Slip completed by the Tutor. You can get a Tutor Slip from Blackboard Learn. Your tutoring slip will be attached to your weekly time sheet, and tutoring time will be added to your weekly report.
- Students are expected to complete 100% of the ALEKS pie prior to taking the final exam.
- Students must successfully pass two mock finals with 80% or higher prior to taking the final exam.

ATTENDANCE POLICY:
- You are expected to be <u>on time</u> to each class <u>and</u> <u>stay the entire class</u>. If you miss 4 classes you <u>WILL</u> be dropped from the class. You are required to attend class twice a week (Tuesdays and Thursdays).
- The attendance sheet will only be available BEFORE class. It will be picked up at 9:00. You will be marked absent if: (1) you are absent, (2) you are tardy and/or leave early twice, and/or (3) you are disruptive to the learning environment.
- If absent or tardy, the student must email the instructor. The student bears full responsibility for the material and procedural information covered in class.

SUPPORT SERVICES: Highway to Success tutors are available Monday through Thursday from 8 to 5, and Fridays from 8 to 2 (925-8907). The online tutor, Ryan Baltunis, can be reached at 925-8553 or found in LRC 118. There are also open computer labs on campus for students' use. The Valencia Campus Library provides a quiet atmosphere for study and is an excellent resource for supplementary materials.

EXPECTATIONS: Students are expected to conduct themselves in a polite, courteous, professional and collegial manner. Cell phones must be set on silent. Please step into the hall if you need to take a call during class. Cell phones must be turned off and be out of sight during exams. ABSOLUTELY NO FOOD OR DRINK is allowed in the computer labs.

DISABILITY STATEMENT: If you have a documented disability, please provide me with a copy of your letter from Equal Access Services as soon as possible to ensure that accommodations are provided in a timely manner. The Equal Access Office can be reached at 925-8510.

UNM'S POLICY ON ACADEMIC HONESTY: Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, including dismissal, against any student who is found responsible for academic dishonesty. Any student who has been judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course. Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; and misrepresenting academic or professional qualifications within or outside the University.