

## MATH 099: Pre-Algebra Fall 2015 (Lecture Class)

Instructor: Sarah Garde

Email: [sgarde@unm.edu](mailto:sgarde@unm.edu)

Office: LRC-112

Phone: 925-8907

| Section | Class Time      | Meeting Days | Meeting Location | MML Course Code |
|---------|-----------------|--------------|------------------|-----------------|
| 501     | 9:00 – 10:40 AM | Tue/Thu      | A-141            | Garde77038      |

**OFFICE HOURS:** Monday through Thursday 8:00 - 8:45 AM Thursday: 10:00 - 10:45 AM or by appointment

**COURSE DESCRIPTION:** This is a pre-college mathematics course. Emphasis is placed on basic operations for whole numbers, fractions, decimals, integers, percents, ratios, and introductory algebra and includes a skills laboratory.

Prerequisites/placement: Minimum pre-algebra COMPASS score of 24, or math ACT score of 14.

### COURSE STUDENT LEARNING OUTCOMES:

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

1. Demonstrate an understanding of the meaning of, and add, subtract, multiply and divide whole numbers, fractions, and decimals.
2. Convert between decimal, fraction and percent notation.
3. Use ratios and proportions to solve problems.
4. Solve basic percent problems.
5. Demonstrate an understanding of, and correctly use, the order of operations.
6. Compute perimeter, area, and volume of geometric figures.
7. Convert basic units of measure.
8. Find the absolute value of a number.
9. Take the square root of a perfect square number.
10. Demonstrate an understanding of the meaning of, and add, subtract, multiply and divide integers.
11. Demonstrate an understanding of the concept of a variable.
12. Simplify simple algebraic expressions.
13. Solve basic linear equations.
14. Use the above skills to solve simple applications problems

### COURSE MATERIALS:

- **MyMathLab (MML) Student Access Code:** This code is available for purchase in the UNM-VC Bookstore or online at <http://www.mymathlab.com/>  
**You must purchase the student access code for MyMathLab by the beginning of the 3rd week of classes or risk being dropped from the course. (You can use a temporary access code for 21 days given to you by MML, but will then have to purchase a code.)**
- **PreAlgebra (M099) Workbook (Second Edition August, 2015):** This is available for purchase in the bookstore.
- **3-Ring binder (1-1/2 inch), 5 divider tabs, spiral, notebook paper, pencil, eraser, dry erase marker, 3X5 note cards, scientific calculator (NOT a graphing calculator)**  
**Tab Headings: Syllabus/Reference, POD/Notes, MML Work, Assessments, MML Workbook**

### 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 Math 099, this course is NOT accepted to satisfy UNM core degree requirements. Students in this course will receive the following grades:

RA 90 – 100%  
RB 80 – 89%  
RC 72 - 79%  
RCR 73 – 100%  
RNC < 73%

**\*Students must receive a minimum of 70% on the final exam to pass the course.**

**GRADE WEIGHTINGS:**

|                                      |      |
|--------------------------------------|------|
| Attendance/Notes/Class Participation | 25%  |
| Homework/Labs                        | 25%  |
| Tests                                | 20%  |
| Cumulative Final Exam*               | 30%  |
| Total                                | 100% |

**1. ATTENDANCE/NOTES/PARTICIPATION (25% of grade):**

- You are expected to be on time to each class and stay the entire class, have the necessary course materials on hand, and participate in the lecture and/or group activities to receive full credit for attendance each day.
- If you miss 2 classes in the first two weeks, 3 consecutive class periods or 4 total class periods you WILL be dropped from the class.
- The attendance sheet will only be available BEFORE class. You must sign in before 9:00. Class begins promptly 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.

**HOMEWORK/LABS (25% of grade):**

- Homework is assigned every week. Weekly assignments in MML must be completed not later than midnight on Monday of the next week for full credit. A 10% penalty will be incurred if your homework is late. You will be able to go back to improve your grade after the due date. You must earn at least 80% on total homework assignment to pass the class.
- Labs not contained in MML will be due no later than the following Tuesday.

**TESTS (20% of grade):**

- Several quizzes will be assigned during the term. Students are expected to show their work clearly in the supporting documentation for the quizzes. The Mid-Term will be a paper/pencil test where students are expected to show all work to get full credit. A 3" X 5" note card (both sides) will be allowed to be used on quizzes and tests.

You are allowed to make corrections to quizzes to improve the grade. In order to earn back up to half the points missed, corrections need to be made on a separate 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 quiz for that particular problem.

**SUPPORT SERVICES:** Highway to Success tutors are available Monday through Thursday from 8 to 5, and Fridays from 8 to 2. 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 student 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 and be out of sight during class. 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.


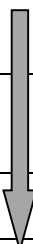
**UNM'S POLICY ON ACADEMIC HONESTY:** Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, including dismissal, against any student who is found responsible for academic 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.

## Tentative Schedule- Math 099 – Fall 2015

Course: Math 099 Sec 501 TTh 9:00 – 10:40 (CRN: 53612) Semester: Fall 2015

Instructor: S. Garde

Format: Lecture/MML

| Week Dates          | Learning Objective(s)   | Carson (4 <sup>th</sup> Edition)                   | Assignments Due Date | Quizzes/ Final                                 |
|---------------------|---|--|----------------------|--|
| 1<br>8/18 – 8/24    | Add, subtract, multiply, and divide whole numbers   | L1.1, 1.2, 1.3, 1.4                                | MML/WB (8/24)        |  |
| 2<br>8/25-8/31      | Demonstrate an understanding of, and correctly use the order of operations<br><br>Compute perimeter, area, and volume of geometric figures<br><br>Find the absolute value of a number<br>Add integers | L1.5<br><br>L1.6<br><br>L2.1<br>L2.2               | MML/WB (8/31)        |  |
| 3<br>9/01 – 9/07    | Subtract, multiply, and divide integers<br><br>Take the square root of a perfect square number  | L2.3,2.4,2.5<br><br>L2.4<br><br>Practice Test 1    | MML/WB (9/07)        |  |
| 4<br>9/08 – 9/14    | Demonstrate an understanding of the concept of a variable<br>Simplify simple algebraic expressions<br><br>Prime Numbers   | L3.1<br><br>L3.2<br><br>L3.5                       | MML/WB (9/14)        | Test #1<br>On 9/10<br>(Ch 1 & 2)               |
| 5<br>9/15 – 9/21    | Solve basic linear equations<br>Applications  | L4.1, 4.2, 4.3, 4.4<br>L4.5                        | MML/WB (9/21)        |  |
| 6<br>9/22 – 9/28    | Add, subtract, multiply, and divide fractions   | L5.1, 5.2, 5.3, 5.4                                | MML/WB (09/28)       |  |
| 7<br>9/29 – 10/05   |    | L5.5, 5.6, 5.7, 5.8<br><br>Practice Mid-Term       | MML/WB (10/05)       |  |
| 8<br>10/06 – 10/12  | Add, subtract, multiply, and divide decimals  | L6.1,6.2   | MML/WB (10/12)       | Test #2<br>On 10/6<br>(Mid-Term)<br>(Ch 1 – 5) |
| 9<br>10/13 – 10/19  |    | L6.3, 6.4  | MMLWB (10/19)        |  |
| 10<br>10/20 – 10/26 |   | 6.5, 6.6   | MML/WB (10/26)       |  |
| 11<br>10/27 – 11/02 | Use ratios and proportions to solve problems<br><br>Convert basic units of measure  | L7.1, 7.2<br><br>L7.3, 7.4<br><br>Practice Test #3 | MML/WB (11/02)       |  |
| 12<br>11/03 – 11/09 | Convert between decimal, fraction and percent notation  | L8.1   | MML/WB (11/09)       | Test #3<br>on 11/5<br>(Ch 1-7)                 |

| <b>Week<br/>Dates</b> | <b>Learning Objective(s)</b> | <b>Carson (4<sup>th</sup> Edition)</b>   | <b>Assignments<br/>Due Date</b> | <b>Quizzes/<br/>Final</b>        |
|-----------------------|------------------------------|--|---------------------------------|----------------------------------|
| 13<br>11/10 – 11/16   | Solve basic percent problems | L8.2, 8.3<br><br>Practice Test 4   | MML/WB<br>(11/16)               |                                  |
| 14<br>11/17– 11/23    | Solve basic percent problems | Handout  |                                 | Test #4<br>on 11/17<br>(Ch 8)    |
| 15<br>11/24-11/30     |                              | Cumulative Review<br>(All MML must be<br>successfully completed by<br>11/30 to minimum of 80%) | Mock Final                      |                                  |
| 16<br>12/01 – 12/07   |                              | Cumulative Review  | Mock Final                      |                                  |
| 17                    |                              |  |                                 | Final on<br>12/8<br>(Cumulative) |