

MATH 0900 Section R1
Pre-Algebra Arithmetic
Fall 2015

Instructor: Dr. Nickodemus
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Lecture: MTWR 10:00–10:50

Office Hours: TR 9:00–9:50
 WF 11:00–11:50
 To Be Determined

Textbook: None

Course Description: The study of operations of addition, subtraction, multiplication, and division of whole numbers, integers, fractions and decimals. Also includes the study of percents, ratios, and if time permits, introductory algebra

Prerequisites: ACT Math score below 14; or a COMPASS placement score in the Pre-Algebra domain below 45.

Mastery: This is a mastery based course. This means that you must master the material in a section before you are allowed to move onto material in the next section. The requirements to pass an item are as follows.

Homework	80 %
Quizzes	75 %
Exams	70 %

Points: Your grade in this class is determined entirely by your performance in 3 categories. The points totals for each category are given below.

Attendance	30 points
Homework.....	60 points
Module Exams	60 points

Module Exams: We will have 5 module exams in this class, and a final. If you have passed the Unit 1 Exam by Exam Deadline 1, then you will receive 10 points. If you have passed both the Unit 1 Exam and the Unit 2 Exam by Exam Deadline 2, then you will receive another 10 points. This process will continue until the final. If you pass the final by the final deadline, then you will receive 10 points. There are 60 points available in the Module Exam category. 10 points for each exam deadline.

Exam Deadline 1	September 16
Exam Deadline 2	October 5
Exam Deadline 3	October 26
Exam Deadline 4	November 12
Exam Deadline 5	December 3
Final	December 15

Homework: You are expected to do homework for 1 hour every night, Monday through Thursday, in this class. If you miss doing your homework for a single evening, I will subtract 4 points for the week. If there is an evening where you will not be able to do your homework, please let me know.

Attendance: You are expected to attend class everyday. You will lose 1 point for every class meeting that you miss, up to 2. You are allowed 8 absences throughout the course of the semester. These absences are intended to be used for sick days and emergencies. In rare and extreme cases I will allow more than 8 absences.

Email: The student's assigned Casper College email account is the *only* official method of communication in this class. All official communications with me will occur solely through the student's assigned Casper College email account. Email is also the only official method of communication at Casper College. Casper College faculty and staff will employ the student's assigned Casper College email account as the primary method of communication. Students are responsible to check their account regularly. They may contain information such as library fines notification, tuition bills, official correspondence from an instructor, etc.

Getting Help: If you feel that you are getting behind in the class, please let me know. Most issues can be cleared up very quickly if they are addressed early. If you cannot make any of my regular office hours listed above, we can schedule an individual appointment.

College Sponsored Activity: If you will be unable to earn your weekly points for a week because of a college sponsored activity, and you would like that week excused, you need to take the following actions.

1. Have your coach send me a typed letter on Casper College letter head with a list of all the dates that you will be gone for the entire semester by September 11.
2. Prior to your trip, send me an email telling me when you will be gone. This email should also contain an explanation of how and when you will make up the work that you will be missing. I will then email you back with a deadline for when you must have the missed work made up.

Dropping the Course: The last day to drop the course is November 12. Students will not be allowed to drop after this date.

Outcomes: The desired outcomes of the course include, but are not limited to

1. the ability to perform addition, subtraction, multiplication, and division with rational numbers including integers, without a calculator;
2. the ability to simplify arithmetic expressions using order of operations;
3. the ability to solve proportion problems;
4. the ability to convert units, both American and metric units;
5. the ability to solve percent problems.

Student Rights and Responsibilities: Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.

Chain of Command: If you have any problems with this class, you should first contact the instructor to attempt to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take the matter through the appropriate chain of command starting with the Department Head/Program Director, the Dean, and lastly the Vice President for Academic Affairs.

Academic Dishonesty - Cheating & Plagiarism: Casper College demands intellectual honesty. Proven plagiarism or any form of dishonesty associated with the academic process can result in the offender failing the course in which the offense was committed or expulsion from school. See the Casper College Student Code of Conduct.

Plagiarism: Plagiarism is defined as the use of another's ideas or words without appropriate acknowledgment. Examples of plagiarism include: failing to use quotation marks when directly quoting from a source; failing to document distinctive ideas from a source; fabricating or inventing sources; and copying information from computer-based sources, e.g., the Internet.

Unauthorized Possession or Disposition of Academic Materials: Unauthorized possession or disposition of academic materials may include: selling or purchasing examinations, papers, reports or other academic work; taking another student's academic work without permission; possessing examinations, papers, reports, or other assignments not released by an instructor; and/or submitting the same paper for multiple classes without advance instructor authorization and approval.

ADA Accommodations Policy: It is the policy of Casper College to provide appropriate accommodations to any student with a documented disability. If you have a need for accommodation in this course, please make an appointment with our Accommodative Services Counselor at 268-2557.