

CASPER COLLEGE COURSE SYLLABUS  
Pre - Algebra, Math 0900-R02

Semester/Year: Fall 2015

Lecture Hours: 4

Lab Hours: 0

Credit Hours: 4

Class Time: 11:00-11:50 am

Days: M-Th

Room: PS 109

Instructor's Name: Debra Swedberg

Instructor's Office: PS 343  
(7<sup>3</sup> = 343)

Office Phone: (307) 268 2251  
(with voice messaging available)

Email:swedberg@caspercollege.edu

**Office Hours:** 9:00 -9:50 am (F); 10:00 -10:50 am (M-F); 11:00 -12:00 (F in MLC, PS 104); 12:00-1:00 pm (M & W) and other times are available by appointment.

**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 introductory algebra.

**Statement of Prerequisites:** ACT composite math score of 18 or lower; or a COMPASS exam score in the Pre-Algebra placement domain below 45.

**Goal:** This class is designed to bring a student up to speed with the four basic operations of arithmetic, namely addition, subtraction, multiplication and division, of whole numbers, signed numbers, fractions and decimals. Other topics included in this course are percent, basic geometry, basic statistics and an introduction to algebra. Students will also develop oral and written communication skills in mathematics, problem solving skills, and confidence in their ability to use mathematics, specifically without the use of a calculator.

**Outcomes for Casper College Graduates:** (Use quantitative analytical skills to evaluate and process numerical data. Casper College may collect samples of student work demonstrating achievement of the above outcomes. Any personally identifying information will be removed from student work.)

1. Demonstrate effective oral and written communication
2. Use the scientific method
3. Solve problems using critical thinking and creativity
4. Demonstrate knowledge of diverse cultures and historical perspectives
5. Appreciate aesthetic and creative activities
6. Use appropriate technology and information to conduct research
7. Describe the value of personal, civic, and social responsibilities
8. Use quantitative analytical skills to evaluate and process numerical data

**Outcomes/Objectives for this class:** The desired outcomes/objectives of this course include but are not limited to:

1. Be able to perform addition, subtraction, multiplication, and division with rational numbers including integers, without a calculator.
2. Be able to simplify arithmetic expressions using order of operations.
3. Be able to solve proportion problems.
4. Be able to convert units, both American and Metric units.
5. Be able to solve percent problems.
6. Be eligible to take Math 0920 or Math 0934.

**Methodology:** This course format is called "Course Redesign". What that means is that it you are able to move as quickly as you can; your primary instruction modality is your computer through an online system called MyOpenMath, which is FREE(!), in which you will watch videos, complete your homework, quizzes and exams. This course requires that you be self-motivated and self-disciplined to stay on topic. It isn't for everyone but works GREAT for those who are. You will need the following information to log into the account:  
Course ID: 6160  
Course Name: Math 0900 ASAP  
Enrollment Key: swedberg\_math0900\_fa15

**Evaluation Criteria:** This is a mastery based course. This means that you must master the material in each section before you are allowed to move onto the next section. The requirements to pass an item are as follows: HW 80%; Quizzes 75%; Exams 70% (these exams are password protected and must be taken in the presence of a proctor). Your scores on these activities will count toward your final grade. Your final grade is determined by the amount of work and time that you do each week.

**Grading:** Your grade will be determined by your progress in the modules. You will have three weeks to complete each module; BUT you need to know that there will be an incompleteness penalty\*. Please plan to attend class. Those who have been successful in this format also attend class every day! Notice that is not only helpful that you work outside of class; it will impair your grade if you do not.

\*Incompleteness Penalty is defined as follows: if you do not finish all 5 unit modules then you will be assigned a final grade of F.

**Required Text, Readings, and Materials:** MyOpenMath information; see above. You can print pages as you choose.

**Class Policies: Last Date to Change to Audit Status or to Withdraw with a W Grade:**

**Thursday, November 12<sup>th</sup> is the last day to withdraw from this class.  
It is strongly observed!**

**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 for more information on this topic.

**Official Means of Communication:** Casper College faculty and staff will employ the student's assigned Casper College email account as a primary method of communication. Students are responsible to check their account regularly.

**ADA Accommodations Policy:** If you need academic accommodations because of a disability, please inform me as soon as possible. See me privately after class, or during my office hours. To request academic accommodations, students must first consult with the college's Disability Services Counselor located in the Gateway Building, Room 344, (307) 268-2557, [bheuer@caspercollege.edu](mailto:bheuer@caspercollege.edu). The Disability Services Counselor is responsible for reviewing documentation provided by students requesting accommodations, determining

eligibility for accommodations, and helping students request and use appropriate accommodations.

**Calendar or schedule indicating course content:** The schedule for the prescribed minimum pace to complete this course follows.

**Let's make this a GREAT SEMESTER!?!?!?**

<b>Week #</b>	<b>Module Schedule</b>	<b>Minimum Due Date</b>
1	Log in and Set up	8/24/15
2	Unit #1	8/31/15
3	Unit #1	9/7/15 (Labor Day – no class)
4	Unit #1	9/14/15
5	Unit #2	9/21/15
6	Unit #2	9/28/15
7	Unit #2	10/5/15
8	Unit #3	10/12/15
9	Fall BREAK!/ Unit #3	10/19 & 10/20 off; 10/21-10/22/15 class
10	Unit #3	10/26/15
11	Unit #4	11/2/15
12	Unit #4	11/9/15 (last day to WD 11/12)
13	Unit #4	11/16/15
14	Unit #5	11/23/15 (Thanksgiving)
15	Unit #5	11/30/15
16	Unit #5	12/7/15
17	Finals Week/ Final Exam may be taken earlier	12/14/15