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### M 065.04: Pre-Algebra

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M065 Section\_\_\_\_ Pre-algebra  
Department of Applied Arts and Sciences  
Spring 2015 Syllabus

**Instructor:**

**Office:**

**Office Hours:**

**Email:**

**Course Coordinator:** Jeff Arends

Department of Applied Arts and Sciences

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Corbin 264, Mountain Campus

**Text:** *Prealgebra*, 5<sup>th</sup> edition

Margaret L. Lial, Diana L. Hestwood

Available as an e-book through MyLabsPlus

***Begin at the beginning and go on till you come to the end: then stop. --LEWIS CARROLL, from Alice in Wonderland***

**WELCOME TO PREALGEBRA! M065** is the first step on a journey of mathematical discovery, created to offer you a positive learning experience as we lay the foundation for understanding the principles and techniques of algebra. M065 is a one-semester course, covering the arithmetic and basic algebra skills needed for Introductory Algebra, M090. Topics include: different subsets of the number system; fractions, decimals and percentages with applications, ratios and proportions with applications; linear equations with applications; some geometry; and an introduction to graphing.

**PLACEMENT** in M065 is based on your individual mathematics assessment (ALEKS Level 1). Developmental courses' credits do not count toward associate degrees or baccalaureate degrees, but the credits do count for financial aid, Four Bear progress, the tuition flat-spot, and toward full- or part-time status. All developmental course grades carry the "R" designation.

*Be certain that you are enrolled in the proper math class at the beginning of the semester. You may not be able to switch into a more appropriate class after the first week. If you have any concerns about your placement see your instructor immediately.*

**WHY DO WE STUDY ALGEBRA?** Algebra allows us to solve problems for unknown quantities, draw graphs of relationships between numbers, and make use of the inherent structure of our number system, but the larger and more important goal in this course is to learn abstract reasoning. This deeper thinking allows us to draw from our mental toolboxes to solve certain types of problems.

This course has been designed for you, the student. Your willing participation is essential if you plan to succeed in this course. If we can have a motivated, friendly, and enthusiastic class, we will be able to try new things and have a good time while we all learn together. This course is not supposed to be either tedious or competitive.

**KEY TO SUCCESS:** It is impossible to stress strongly enough how important it is for you to be diligent in your study habits. Pay attention and cultivate a positive attitude! No matter how you feel about studying math, personal responsibility and a solid work ethic are great attributes to be able to claim as your own. You are an important part of this class — you can make it lively and interesting or silent and boring. Develop a positive working relationship with your classmates and instructor. If you keep up with the work, the subject makes sense and the challenges are manageable. If you feel threatened by math, practice some of the techniques used to reduce math anxiety; there are links at the end of the syllabus.

**COURSE DESCRIPTION:** M 065 - Prealgebra

Offered every term. Prereq., ALEKS placement  $\geq 1$ . Arithmetic and basic algebra skills needed for Introductory Algebra. Topics include integers and rational numbers, decimals and percentages with applications, ratios and proportions with applications, single variable linear equations with applications, introduction to graphing, exponents, factoring, and an introduction to polynomials. Credit does not count toward a certificate or degree. Credit does not count toward Associate of Arts, Associate of Applied Science, or Baccalaureate degrees. (From

[https://webprocess.umontana.edu/cyberbear/bwckctlg.p\\_disp\\_course\\_detail?cat\\_term\\_in=201370&subj\\_code\\_in=M&crse\\_num\\_in=065](https://webprocess.umontana.edu/cyberbear/bwckctlg.p_disp_course_detail?cat_term_in=201370&subj_code_in=M&crse_num_in=065))

**LEARNING GOALS:**

1. To manipulate integers and rational numbers arithmetically
2. To use the order of operations to simplify arithmetic and algebraic expressions
3. To simplify single variable linear expressions by combining like terms
4. To solve linear equations and their applications
5. To manipulate percentages and solve applied percentage problems
6. To manipulate ratios and proportions and solve applied ratio and proportion problems
7. To understand and apply the concepts of geometry including line, angle, shapes, perimeter, and area
8. To graph lines in the rectangular coordinate system

**CLASS ATTENDANCE:** Attendance is not part of your final grade in M090, but it is expected. No one can teach you if you are not in class engaged and ready to learn. Focus! Come to class and come prepared. Do your homework regularly; don't fall behind. You will be more successful if you study every day rather than trying to cram. You cannot expect to succeed in this course if you miss several classes; important information may be shared at any time that may not be posted on MyLabsPlus.

University of Montana policy states:

*Students who are registered for a course but do not attend the first two class meetings may be required by the instructor to drop the course. This rule allows for early identification of class vacancies to permit other students to add classes. **Students not allowed to remain must complete a drop form or drop the course on the internet (<http://cyberbear.umontana.edu>) to avoid receiving a failing grade.** Students who know they will be absent should contact the instructor in advance.*

*Students are expected to attend all class meetings and complete all assignments for courses in which they are enrolled. Instructors may excuse brief and occasional absences for reasons of illness, injury, family emergency, or participation in a University sponsored activity. (University sponsored activities include for example, field trips, ASUM service, music or drama performances, and intercollegiate athletics.) Instructors shall excuse absences for reasons of military service or mandatory public service.*

**CALCULATOR:** A scientific calculator is required for M065; the Department of Applied Arts and Sciences recommends one of the Texas Instruments models, such as TI-30 or TI-34. They are inexpensive and offer a good introduction to the utility of calculators.

**MYLABSPPLUS (MLP):** MyLabsPlus is an innovative way for you to do homework and take quizzes with immediate feedback. Every section of the M065 text covered in class has a corresponding assignment in MyLabsPlus. Homework can be submitted up to four times before the due date. Note that assignments are open for specific times and in a specific order. Check the MyLabsPlus calendar frequently to be sure you are keeping current with your assignments. You must keep up with the progression in order to succeed in this course. Late assignments will not be reopened without a compelling reason. Mathematics is more than crunching numbers, and learning is a process. You can find the MyLabsPlus icon at the top of the my.umontana.edu page: <http://my.umontana.edu/>.

**TESTS:** Tests will be given in class at scheduled dates. The scheduled dates are shown on the Course Outline and are *not* flexible. Please understand that it is disrespectful and counterproductive for non-DSS students to expect personalized test times, although instructors are all very much aware that people have lives and unexpected events do occur. If arrangements for making up a test have not been made within a week, the test grade is automatically set to ZERO.

You are allowed to use a calculator and one 8½"x11" page for notes (front and back). **You are not permitted to use a cell phone.** Corrected tests will be returned within one week after the test date. If you have questions regarding the grading of your test, please wait until after class to discuss it.

**FINAL EXAM:** The final exam for this class will be given in class during finals week and is worth 150 points. The format will be very similar to the tests throughout the semester, but you will be allowed to use one full 8½"x11" sheet of notes (front and back). The final exam is optional for any student who has an A in the course on the last day of classes. See the UM Finals Week schedule for the time.

**TUTORING:** Math tutoring is available for all UM students. Check for hours at the Academic Support Center (ASC) at the Missoula College campus (AD 06; 243-7826; two days' notice required for scheduling tests) and at math@Mansfield on the Mountain Campus: <http://cas.umontana.edu/math/undergraduate/all-students/free-tutoring.php>

**REASONABLE ACCOMMODATIONS:** Students with disabilities may request reasonable modifications. The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students (DSS). "Reasonable" means the University permits no fundamental alterations of academic standards or retroactive modifications. For more information, please consult <http://www.umt.edu/dss/>. Examples of reasonable accommodations include extra time or use of a quiet room for tests and/or quizzes. To qualify for reasonable accommodations you must provide a letter from DSS. You are responsible for making the necessary arrangements with DSS (for the Mountain Campus) or the ASC (for the Missoula College campus). If you have any questions, please contact me.

**ACADEMIC CONDUCT:** All students must practice academic honesty as defined by the Student Conduct Code, available at [http://www.umt.edu/vpsa/policies/student\\_conduct.php](http://www.umt.edu/vpsa/policies/student_conduct.php). Academic misconduct is subject to an academic penalty by the instructor and a disciplinary sanction by the university.

**GRADE OPTION:** M065 can be taken for a traditional letter grade only. M065 cannot be audited or taken credit/no credit.

**EXTRA CREDIT:** There is no extra credit available for this course.

**GRADING POLICIES:** M065 can be taken for a traditional letter grade only. M065 cannot be audited or taken credit/no credit. Your final grade will be computed as follows:

Online homework:	35%
Online quizzes:	15%
In-class tests:	40%
Final exam:	10%

Letter grades correspond to numerical scores according to this plan:

RA	RB	RC	RD	RF
90-100%	80-89%	70-79%	60-69%	Below 60%

**PETITION TO DROP:** Petitions for dropping will be considered only for students who provide written verification of at least one university approved excuse:

- |                          |                            |
|--------------------------|----------------------------|
| 1. Error in registration | 3. Family emergency        |
| 2. Accident or illness   | 4. Change in work schedule |

Reasons that are not satisfactory include:

- |                                      |   |
|--------------------------------------|---|
| 1. Forgetting to turn in a drop slip | 2. Protecting a student's grade point average |
|--------------------------------------|---|

*See Important Dates below for more information.*

**INCOMPLETES:** A grade of incomplete will only be considered when all three of the following are true:

1. The student has been in regular attendance and passing up to three weeks before the end of the academic semester.
2. Factors beyond the student's control make it impossible to complete the course on time.
3. The instructor and the student agree that there is a reasonable probability that the student will be able to make-up the work required to complete the course and specific arrangements are drawn up and signed by both.

A student who receives an incomplete has one calendar year to resolve the incomplete (I) before it automatically reverts to a failing grade (F).

## **IMPORTANT DATES**

### **Class Day 7:**

Last day for students to Add classes via CyberBear without consent.

### **Class Day 15:**

✓ Last day to register for classes, add classes with override slip/electronic override, change credits in variable credit courses, or drop classes with a refund on CyberBear or with override slip/electronic override.

✓ Last day to withdraw from the semester (drop all courses) with a partial refund.

✓ Last day to change grading option to or from audit.

✓ Last day to Buy or Refuse health insurance coverage or add clinical health fee.

### **Class Day 16 – Class Day 45:**

✓ Autumn Semester course changes require a drop/add form with Advisor and Instructor signatures.

✓ Students can add or drop courses or change grading options, except audit. \$10 fees will be assessed per drop and per add.

✓ A 'W' will appear on the transcript.

### **Class Day 46 – Friday before finals week:**

✓ Autumn Semester course changes require a petition form available at Griz Central Registration Counter with Advisor, Instructor and Dean Signatures.

✓ Students can add or drop courses or change grading options, except audit. \$10 fees will be assessed per drop and per add.

✓ A 'WP' or 'WF' will appear on the transcript.

**Important Dates and Deadlines** is found at <http://www.umt.edu/registrar/PDF/Spring2015RegistrationDeadlineChart.pdf>

## **OTHER INFORMATION:**

Academic calendar available at <http://www.umt.edu/provost/about/academiccalendar.aspx>

Finals schedule available at <http://staging.umt.edu/registrar/PDF/finalSpr15.pdf>

Office for Student Success (math placement)

<http://www.umt.edu/oss/>

### **Some other useful websites:**

Purplemath.com <http://www.purplemath.com/>

Coping with Math Anxiety <http://www.mathacademy.com/pr/minitext/anxiety/>

Math.com Anxiety Study Tips <http://www.math.com/students/advice/anxiety.html>

Khan Academy <http://www.khanacademy.org>