

PRE-ALGEBRA

MATH 12, SPRING 2016- BLDG. 21, ROOM 155 (3 UNITS)
SECTION #57124 - MON & WED 4:25 PM - 5:50 PM

INSTRUCTOR



Name STEPHEN TONER
Office Bldg. 31 (Science), office 51 (north side, second from end)
Phone 760.245.4271 ext. 2770
Email Stephen.Toner@vvc.edu (see email policy on last page)
Websites www.stevetoner.com, www.MathVideos.Net
Office Hours Mondays & Wednesdays: 2:40 - 4:15 PM;
Tuesdays & Thursdays: 7:20 - 7:50 AM

COURSE

DESCRIPTION

This course reviews fractions, decimals and integers with a strong emphasis on solving equations and problem solving in order to prepare students for Introductory Algebra. Ratios and proportions are also covered, as well as an introduction to graphing linear equations, working with polynomials, and factoring. This course is not associate degree applicable.

PREREQUISITES

Math 10 with a grade of "C" or better, or by eligibility by placement on the VVC assessment exam. If you have not met this prerequisite and somehow passed into this class, you will likely be administratively dropped within the first week of class.

TEXTBOOK / MATERIALS

PREALGEBRA, 2ND EDITION, BY MILLER/O'NEILL/HYDE



Online access at Connect Math, accessed through Blackboard. You will need an access code. You can purchase the access code directly from the website (\$95.00 with optional \$15 "print upgrade" mailed directly to your home), or from the Rams bookstore (\$126.75 for the access code only), or packaged with a loose-leaf version of the text (\$175.50).

Online access is required and includes complete digital access to your e-books, videos and homework. Your course Code is **694LF-RAHTP**. See the last page of the syllabus for instructions.

The 2-week financial aid code for this course is **1CA84-D6F17-A1CAB-E3A30** (zero in the last grouping). Note that it **does not** give add an additional two weeks to your course. You will need to extend your account **BEFORE** the end of the two weeks.

CALCULATORS

No calculators of any form will be allowed at any time in this course. It pretty much defeats the purpose of learning the material. Cell phone calculators are also not allowed.

HOMEWORK

PRACTICE is a vital component in learning mathematics. You are to do the assigned homework at the Connect Math website. You may take each homework assignment as many times as you wish, and I will only count the highest grade for each. The lowest three HW assignments will be dropped at the end of the term. Homework for each unit will be due the day of that unit test.

POP QUIZZES

There will be occasional pop quizzes in the course. The lowest two will be dropped at the end of the term.

TESTS AND FINAL EXAM

There will be three unit exams and a cumulative final exam. There will be no make-ups or re-takes.

GRADING

It is your responsibility to be aware of your grade. Your final grade will be determined as follows:

Online Homework	20% of your grade	A: [88,100)
Unit Exams	45% of your grade (15% each)	B: [78,88)
Pop Quizzes	10% of your grade	C: [70,78)
Final Exam	25% of your grade	D: [65,70)
		F: [0, 65)



ATTENDANCE

YOU ARE REQUIRED TO ATTEND CLASS EVERY DAY. AFTER 3 HOURS OF ABSENCE (2 CLASSES), YOU MAY BE DROPPED FROM THIS CLASS. IT IS YOUR RESPONSIBILITY TO KEEP YOUR ENROLLMENT STATUS CURRENT. YOU RISK AN "F" IF YOU STOP ATTENDING WITHOUT OFFICIALLY WITHDRAWING. DO NOT BRING FRIENDS OR CHILDREN TO CLASS. PLEASE PUT AWAY ALL MP3 PLAYERS AND TURN ANY CELL PHONES TO SILENT MODE DURING CLASS TIME. NO CELL PHONES WILL BE ALLOWED ON YOUR DESK DURING EXAMS. WE ARE HERE TO LEARN; PLEASE REFRAIN FROM TEXTING DURING CLASS.

Class attendance is not a measure of performance or proficiency. Whether a student is just physically present in the class is not a valid basis for grading. Reference Title 5 Section 55002 of the California Code of Regulations: (A) Grading Policy. The course provides for measurement of student performance in terms of stated course objectives and culminates in a formal, permanently recorded grade based upon uniform standards in accordance with section 55758 of this Division. The grade is based on demonstrated proficiency in the subject matter and the ability to demonstrate that proficiency, at least in part, by means of written expression that may include essays, or, in courses where the curriculum committee deems them to be appropriate, by problem solving exercises or skills demonstrations by students.

STUDENT ACCESS

Students with special needs are encouraged to meet with instructors to discuss the opportunity for academic accommodation and be referred to disabled student program and services per Administrative Procedure (AP 3440).

If you have a learning disability or physical need that requires special accommodation, please advise me prior to 02-22-16 (the start of the second week of class).

ACADEMIC SUPPORT

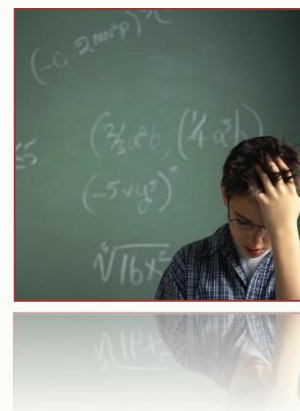
You are strongly encouraged to get tutoring or go to the Math Success Center, study in groups, and see me for help outside of class. All of these are free! Students that get help outside of class are typically much more successful than those that do not.

Regular Math Success Center hours are:

Monday-Thursday 9:00 AM - 9:00 PM

The Math Lab is located in building 42 (the Academic Commons). Outside of these those hours, please go to the information booth at the east end of the Tech building to sign in for tutoring help. The MSC will begin operation the second week of the semester.

My office hours are listed at the start of this syllabus. Appointments are also available if you are unable to meet me at those times. Online office hours are also available...



SCHOLASTIC DISHONESTY



While students may work together on the researching of any assignment, it is expected that each of their writing assignments reflect substantial individual effort. Any student who commits plagiarism or is found to have cheated on a scheduled exam is subject to a zero score for that specific exam which may result in a term grade of "F" for this course. Students should be aware that cases of cheating and/or plagiarism will be forwarded to the appropriate college administrator promptly. The college administration has a range of sanctions that may be imposed including, but not limited to, academic suspension or expulsion from the college.

IMPORTANT NOTES ABOUT TECHNOLOGY



This course requires reliable computer access. Please ensure your computer is in good repair at the start of the semester. It is suggested that before any major assignments, you re-start your browser to clear any memory caches which may cause issues. Java software tends to "junk up" your browser at times. While documented outages may occur, it is the student's responsibility to meet all deadlines in this course. If your internet service at home is unreliable, do not wait until the last day to start assignments. There are plenty of computers that you are able to use on campus.

At the start of the semester, please go to www.connectmath.com/downloads and install the latest versions of many key plug-ins and movie players.

A **common complaint** is "The computer marked me incorrect, but I got it right." If this is the case, I suggest you do the following: Submit the assignment (you can always go back in), and then go into the grade book and compare your answer with what the computer lists. You can often find the error, or learn from your mistake that way.

The Connect Math Tech Support phone number is 1-949-390-2095. They are closed on Saturdays.

VVC CALENDAR



Feb 16	First Day of classes
Feb 28	Last day to drop without receiving a "W" grade
March 25	Campus closed - Good Friday
April 2	Last day to drop and receive a "W" grade
April 10-17	Spring Break
May 30	Campus closed - Memorial Day
June 11	Last day of spring term

OUR CLASS SCHEDULE

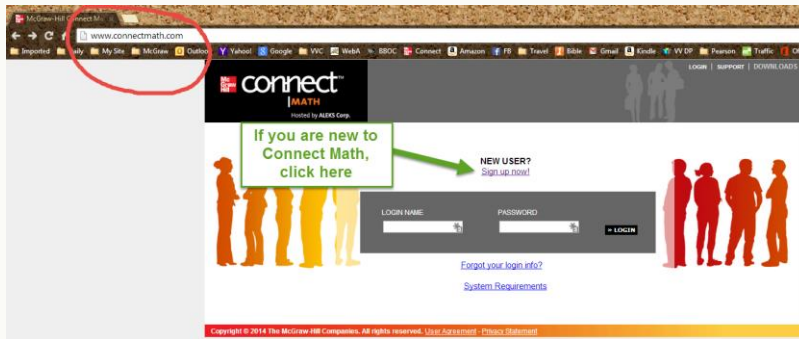
M	02.15	Campus closed - President's Day	M	04.18	6.3, 6.4
W	02.17	Intro, 1.7	W	04.20	7.1, 7.2
M	02.22	1.8, 2.1, 2.2, 2.3	M	04.25	7.3, 7.4
W	02.24	2.4, 2.5	W	04.27	Review
M	02.29	Review *** Ch. 1 & 2 HW due by March 2nd	M	05.02	Test Unit 2
W	03.02	3.1, 3.2, 3.3	W	05.04	8.5, 8.6, 8.7
M	03.07	3.4	M	05.09	9.1, 9.2
W	03.09	3.5	W	05.11	More graphing
M	03.14	Review	M	05.16	10.1, 10.2, 10.3
W	03.16	Test Unit 1	W	05.18	10.5, 10.6 *** Ch. 8 & 9 HW due by May 17
M	03.21	4.1, 4.2, 4.3	M	05.23	10.4
W	03.23	4.4, 4.5	W	05.25	More factoring
M	03.28	4.6, 4.7, 4.8	M	05.30	Campus closed - Memorial Day
W	03.30	Review, 5.3, 5.4	W	06.01	Review
M	04.04	5.5, 5.6	M	06.06	Test Unit 3
W	04.06	6.1, 6.2 *** Ch. 4 & 5 HW due by April 6th	W	06.08	Final Exam

STUDENT LEARNING OUTCOMES

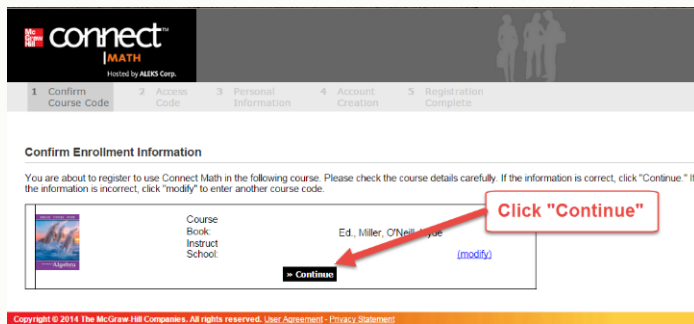
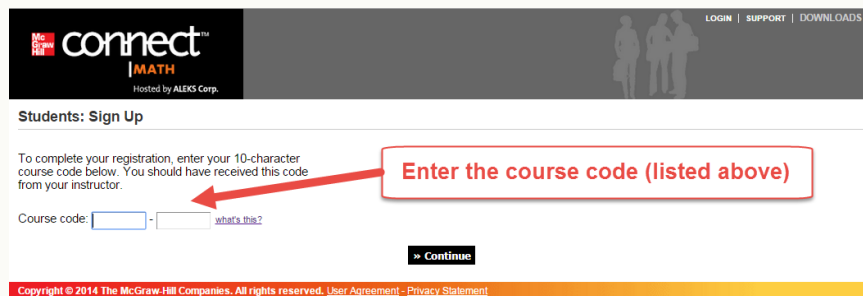
Upon completion of the course the student can:

1. Solve linear equations and applications.
2. Perform order of operations using signed numbers.
3. Perform polynomial operations.
4. Factor polynomials.

To register for Connect Math, you will need to follow these steps:



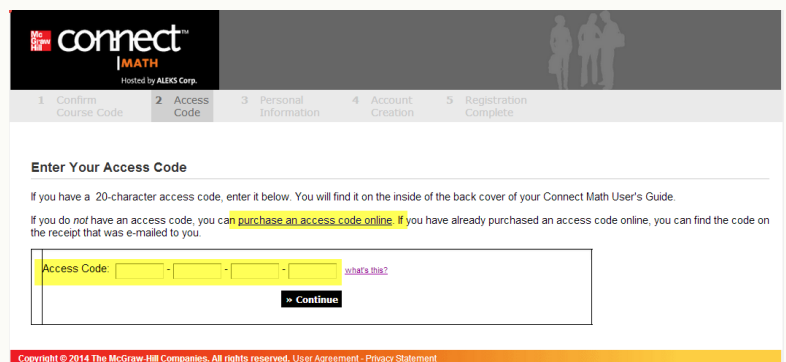
On the next screen, you will need to enter our course code: **694LF-RAHTP**. This will get you to our class.



On the next screen, verify you have the course, and then click “continue”.

On the next screen, you will have three options:

1. If you have the \$95 now, click on “purchase an online code online” for the least expensive option.
2. If you have purchased the access code at the bookstore, enter it into the boxes to gain your access.
3. If you will have one of the above in the next couple of weeks, but not right now, then...



There is a two-week **free** access code to get into Connect Math. It is **1CA84-D6F17-A1CAB-E3A30** (zero in the last grouping). Note that it does not give add an additional two weeks to your course. You will need to extend your account **BEFORE** the end of the two weeks.

EMAIL

I do my best to answer all emails as quickly as I can, but sometimes it can be difficult.

You would not believe how many unidentified emails I receive on a regular basis... as a result, I have established this policy to help me provide you with the quickest, most reliable response.

Send all emails to Stephen.Toner@vc.edu.

★ ★ Prof. Toner's Email Policy ★ ★

Please read carefully the set of rules applicable to all emails you may send me.

The subject line (title) of the email must include the following information:

- 1 your first and last name
- 2 your class name, meeting days and times
- 3 the reason for emailing.



Examples:

- Jessica Jones, Math 90 MW 8 AM, out sick today ✓
- Jessica Jones, Math 42 online, about my chapter 3 test ✓

Do not email asking questions that can be answered by reading the syllabus. For example, please do NOT email me questions such as, "Can I take the test at a later date?" or "When is the final exam?"

Write emails using proper grammar, punctuation and capitalization. In other words, do not text me. Emails that don't follow these guidelines may not be answered.

Prof. Toner's Spring 2016 Schedule

I make every effort to respond to emails as quickly as I can, however some days are rather busy, especially on Tuesdays and Thursdays.

Emails received after 9:30 or so in the evenings may not receive responses until the next day. On weekends, I generally try respond to emails in the morning and evenings, but response time may be a bit slower in the middle of the day.

Additionally, I will do my best to respond while at conference or traveling, but please understand that there may be delays for such.

	Monday	Tuesday	Wednesday	Thursday
7:00 AM		Office Hours		Office Hours
7:30 AM		7:20-7:50		7:20-7:50
8:00 AM				
8:30 AM				
9:00 AM				
9:30 AM				
10:00 AM		Teaching		Teaching
10:30 AM				
11:00 AM				
11:30 AM				
12:00 PM				
12:30 PM				
1:00 PM		Meeting		
1:30 PM				
2:00 PM				
2:30 PM				Meetings
3:00 PM	Office hours	Meetings	Office hours	(most
3:30 PM				Thursdays)
4:00 PM	2:40-4:15		2:40-4:15	
4:30 PM				
5:00 PM				
5:30 PM	Teaching		Teaching	
6:00 PM	(Math 12)		(Math 12)	
6:30 PM				
7:00 PM				