

Fall 2009 Course Syllabus

Math 10 – Basic Math Skills

(Online – NO on-campus requirement)



Section# 26295 (3 units)
MyMathLab ID: toner35784

Since this syllabus is our contract, I suggest you study it well and print a copy to keep by your computer. It is especially important that you print the second page which contains the schedule and grading scale.

Instructor: Stephen Toner

Web Page: <http://www.stevetoner.com>

e-mail: toners@vvc.edu (Include your name in subject line)

VVC voicemail: 245-4271 ext. 2770

Office: Bldg 30 (Liberal Arts), office "U"

Office Hours: M,T,W,Th: 7:20 am - 7:50 am

Mon & Wed: 9:50 am – 11:00 am

Fall Calendar:

Aug. 24	Classes Begin
Sept. 7	Labor Day Holiday
Nov. 3	Last day to drop with a "W" grade
Nov. 9	Veteran's Day Holiday
Nov. 26-27	Thanksgiving Holiday
Dec. 12	End of Spring semester

Textbook: *Basic Mathematics, 10/e*, by Bittinger. All students must register for this course at MyMathLab.com using the Course ID: **toner35784**. Your textbook can be purchased new from the [VVC Rams Bookstore](#) (bundled with MyMathLab **at no extra charge**). Or, if you purchase a used textbook, access to MyMathLab can be procured online at www.coursecompass.com for approx. \$70. MyMathLab is a requirement for this online course.

Course Description: This course covers the basic operations applied to whole numbers, fractions (including mixed numbers) and decimals. Prime factorization, least common multiple, ratio and proportion, similar triangles, averages; graphs and tables, square roots, the Pythagorean theorem, measurement, operations on signed-numbers and solutions of simple linear equations are also covered.

Attendance Policy: It is your responsibility to keep your enrollment status current. You risk receiving an "F" if you decide to quit without officially withdrawing. You are responsible for checking the announcement page and discussion board regularly. All online homework assignments and exams **must** be submitted on or before posted due dates (as listed below).

A Note about calculators: **Calculators are not allowed at any time in this course.** While I cannot monitor what you are doing at home, you are on your academic honor not to be using one. If it is discovered that you are using one, it will be considered academic dishonesty and will be considered grounds for failure.

My Philosophy: Online math classes tend to be more difficult than traditional math classes because of the amount of reading involved and the absence of face-to face communication. An online math class may also require **more time expenditure** because the student needs to obtain course materials and competency from a variety of sources, i.e., a required textbook or interactive multi-media textbook, video lectures, audio glossary, various web sites, practice exams, etc..

Online courses are not for everyone. They are intended for students who are unable, for various reasons, to attend class regularly in the traditional face-to-face setting. **If you are looking for an "easy way out" of the rigor found in the traditional classroom, this online class will not likely suit you.**

Learning involves interaction. To be successful in this course, it would be wise for you to devote an abundance of hours using all of the resources available to you. Do not forget that I am one of your major resources. Many students try to make this class into an independent study course, (unsuccessfully, I might add!). **Please make every effort to watch the video lectures, as they are your primary means of instruction.**

Grading Policies: Each chapter's online homework will count as 25 points toward your overall point total. (I will drop your lowest online HW chapter score before computing your grade.)

Online homework	– 25 points per chapter for 10 chapters (lowest chapter dropped)	250 points
Chapter Exams	– 25 points per chapter for 10 chapters (lowest chapter dropped)	250 points
Online Midterm Exam	– covering Chapters 1-5 due 10/11/09 by 11:59 PM	400 points
Online Final Exam	– covering Chapters 6-11.3 due 12/12/09 by 11:59 PM	400 points
Total Points Possible:		1300

Grading Scale

- 1144 to 1300 = A (88.00% or above)
- 1014 to 1143 = B (78% - 87.99%)
- 910 to 1013 = C (70% - 77.99%)
- 845 to 909 = D (65% - 69.99%) (A “D” is a useless grade, so the usual 60% cutoff is ignored.)
- Below 845 = F

Notes for the Table below:

- These are the suggested dates for you to study the sections and practice the sections within the text. **Do not procrastinate. Deadlines will be strictly adhered to.**

Week 0			Course Compass website becomes available for enrollment on 8/18/09
Week 1	Aug. 24 – Aug. 29	Ch 1	
Week 2	Aug. 30 – Sept. 5	Ch 2	All HW and Chapter Exam for chapter 1 must be submitted by 11:59 PM on Sunday Sept. 6 th .
Week 3	Sept. 6 – Sept. 12	Start Ch 3	All HW and Chapter Exam for chapter 2 must be submitted by 11:59 PM on Sunday Sept. 13 th .
Week 4	Sept. 13 – Sept. 19	Finish Ch 3	All HW and Chapter Exam for chapter 3 must be submitted by 11:59 PM on Sunday Sept. 20 th .
Week 5	Sept. 20 – Sept. 26	Start Ch 4	
Week 6	Sept. 27 – Oct. 3	Finish Ch 4 Start Ch 5	All HW and Chapter Exam for chapter 4 must be submitted by 11:59 PM on Sunday Oct. 4 th .
Week 7	Oct. 4 – Oct. 10	Finish Ch 5	All HW and Chapter Exam for chapter 5 must be submitted by 11:59 PM on Saturday Oct. 10 th .
			ONLINE MIDTERM EXAM (Ch. 1-5) to be taken between 12:01 AM on Friday Oct. 9 th and 11:59 PM on Sunday , Oct. 11 th (Set 3 hours aside!)
Week 8	Oct. 11 – Oct. 17	Start Ch 6	
Week 9	Oct. 18 – Oct. 24	Finish Ch 6	All HW and Chapter Exam for chapters 6 must be submitted by 11:59 PM on Sunday Oct. 25 th .
Week 10	Oct. 25 – Oct. 31	Ch 7	All HW and Chapter Exam for chapter 7 must be submitted by 11:59 PM on Sunday Nov. 1 st .
			* Last day to drop and still receive a “W” is Nov. 3rd
Week 11	Nov. 1 – Nov. 7	Ch 8	All HW and Chapter Exam for chapter 8 must be submitted by 11:59 PM on Sunday Nov. 8 th .
Week 12	Nov. 8 – Nov. 14	Start Ch 9	
Week 13	Nov. 15 – Nov. 21	Finish Ch 9	All HW and Chapter Exam for chapter 9 must be submitted by 11:59 PM on Sunday Nov. 22 nd .
Week 14	Nov. 22 – Nov. 28	Start Ch 10	
Week 15	Nov. 29 – Dec. 5	Finish Ch 10	All HW and Chapter Exam for chapter 10 must be submitted by 11:59 PM on Sunday Dec. 6 th .
Week 16	Dec. 6 – Dec. 12	Sect. 11.1 – 11.3	All HW and Chapter Exam for Sections 11.1 – 11.3 must be submitted by 11:59 PM on Friday Dec. 11 th .
			ONLINE FINAL EXAM (Ch. 6-11.3) to be taken between 12:01 AM on Friday Dec. 11 th and 11:59 PM on Saturday , Dec. 12 th . (Set 3 hours aside!)

Student Code of Conduct

Selected Codes from the Student Handbook:

Any student found to have committed the following misconduct is subject to disciplinary sanctions:

- ❖ Acts of dishonesty, including, but not limited to the following: cheating, plagiarism, receiving any form of help on exams or midterms, or other forms of academic dishonesty.
- ❖ Disruption or obstruction of teaching.
- ❖ Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the health and safety of any person.
- ❖ Failure to comply with directions of Victor Valley College officials (including faculty) or law enforcement officers acting in performance of their duties.
- ❖ Conduct which is disorderly lewd, indecent, or obscene or expression which interferes with the college's primary educational responsibility.

Cheating and Plagiarism Defined:

The term "cheating" includes, but is not limited to:

- ❖ Use of any unauthorized assistance in taking quizzes, tests, or examinations or
- ❖ Dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments or
- ❖ Acquisition, without permission, of tests or other academic materials belonging to a member of the VVC faculty or staff.
- ❖ **It is expected that you are ALONE when taking any exams or midterms. You may NOT seek anyone's assistance during exams. There should NOT be anyone looking over your shoulder helping, prompting, or correcting you. It is assumed that you are taking ALL exams without the aid of a calculator.**

The term "plagiarism" includes, but is not limited to:

- ❖ The use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment.
- ❖ It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

(Please see the VVC Student Handbook for other elements of the Student Code of Conduct.)

Course and College Sanctions for Cheating and/or Plagiarism:

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 and **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.

Miscellaneous Items:

- ❖ **Withdrawal from this course is the solely the responsibility of the student. If you fail to withdraw from the class without contacting Mr. Toner, you run the risk of receiving an "F" on your transcript.**
- ❖ If you have a learning disability or physical need that requires special accommodation, please advise me **prior to 08-31-09** (the start of the second week of class).
- ❖ Students are encouraged to read the Victor Valley College Catalog for additional information on college policies, student rights, and student responsibilities.

Statement of 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)
