**FNMT 017 –Section 067**

**ELEMENTARY ALGEBRA**

Community College of Philadelphia

**Instructor:**  Abbey Auxter, Ph.D.

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**Office:**  Bonnel Building B2-14

**Office Hours:** MW 11:30 – 1:00 pm, TR 9:00 – 9:30 am, R 11:15 – 12:45 pm, or by appointment (email me)

**Class Hours:** MWF 10:20 am – 11:20 am

**Class Location:** S2-12B

**Required Course Materials**: Basic College Math ALEKS by Miller 2nd Edition (**Access code only**). ALEKS can be purchased from the bookstore or online through ALEKS.com.

**Course Description:** This basic Algebra course will introduce variables immediately. Variables are letters that represent number values. To this end, all types of number values will be incorporated into all the lessons so as to continue to reinforce operations with numbers. Evaluation of algebraic expressions will be emphasized and **no calculators will be used** in those evaluations. Correct mathematical format will be stressed and expected when working all problems, including class work/homework and exams. Topics will be studied in depth with correct language and notation emphasized.

**Course Level Student Learning Outcomes:**

Upon completion of this course students will be able to …

1. Master basic and complex arithmetic operations involving whole numbers, integers, decimals, fractions, and percent
2. Solve Linear Equations and Inequalities
3. Apply the rules of exponents
4. Classify add, subtract, multiply, and divide polynomials
5. Determine Greatest Common Factors and Lowest Common Multiple
6. Factor polynomials of degree 1 or 2

**No calculators may be used inside or outside of class!**

**Grades:** Attendance + ALEKS Modules + Weekly Topic Goals + Exams + Cumulative Final Exam

**ALEKS (Module Completion 20% + Weekly Topics 10%)**: We will be using ALEKS (an online Learning Management System) both in and out of class.

Module Completion: The course is set up as a series of *Modules*. Each Module has a set of *Topics* that you must master before moving onto the next. You must reach a proficiency of 90% before the next Module will open for you. If you have not learned Module 1a, you will not be successful completing the Topics in Module 1b and so on. Therefore, it is in your best interest to LEARN the topics in each Module before moving onto the next.

You can always go back to Modules/Topics you have passed and practice them. In fact, before each Exam, you will have to take a Knowledge Check in class that will help both you and I realize which topics need a second look. You can then go back and review the topics you need extra help on as opposed to studying everything all over again. This will also help you to achieve better grades on exams (win-win).

Weekly Topics: The course is self-paced; however, you do not want to move slowly one week and have to cram the next. That does not help you learn. Therefore, you are expected to complete a minimum of 20 topics per week (due Sunday night at 11:59 pm each week). If you complete at least 20 topics in the week, you will receive 100% for that week. If you complete less than 20 topics (19 is less than 20), you will receive 0% for that week. Feel free to do more than 20. Twenty topics is a MINIMUM to keep you from falling behind. Although you can go back at any time to increase Module grades, Weekly Topic Goals are due each week and cannot be made up after the due date. These are separate grades.

**Exam (10%** $×$ **3 = 30%):** After each Unit *1d, 2g, and 3f* you will have an ungraded Knowledge Check in class to make sure you fully understand the material (without a calculator… so there is no sense in using a calculator at home. This will catch you). After you complete the Knowledge Check and go back and revisit any topics you need to, you will take an Exam before moving onto the next Unit. Although there is no set timeline, all 3 Exams must be completed prior to the deadline. All Exams must be taken individually and in class.

**Learning Lab (5%):** Prior to Week 7 and the Final Exam, you must attend either a drop in, scheduled appointment, or workshop in the Learning Lab. Ask for a slip to show you were there (45-60 minutes).

**Final Exam (30%)**: There will be a cumulative Final Examination at the conclusion of the semester. Everyone must take the Final Exam. *Failure to take the Final will result in an automatic failure of the course*. You must score a minimum of 50% on the Final Exam in order to pass the course, regardless of other grades. (For example, if you have an average of 95% on all other course requirements and score below a 50% on the Final, you will not pass the course.) This is to prevent students from advancing to 118 who are not prepared for the demands of the course. It is better to go forward with a solid foundation than not and have to retake 118.

**Attendance (5%)**: You are expected to be present at all class sessions. Attendance will be taken every class period. Attendance means showing up to class on time and leaving after its completion. There is no difference between an excused or unexcused absence (except for religious observances or school sponsored events… talk to me if this comes up). *You’re either in class or you’re not*. Whether in class, late, or absent, you are responsible for the material covered. Showing up late to class or leaving class early will be considered ½ an absence. Missing more than ½ of class will be considered a full absence.

**Any student absent for the equivalent of 2 weeks (6 classes MWF or 4 classes TR) throughout the semester, has the possibility to NOT PASS the course regardless of the reasons and MAY be dropped from the course.**

**E-mail/CANVAS/ALEKS Account**: You are responsible for actively checking your CCP E-mail, Canvas, and ALEKS. Announcements, resources, reviews, and emails are posted through all of these mediums.

**Grading**: Final grades will be computed using the following distribution:

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| --- | --- | --- |
| **Category** | **Individual** | **Total** |
| Attendance | 5% | 5% |
| Weekly Topic Goals | 12 total weeks, < 1% each | 10% |
| ALEKS Topics | 7 Modules total @ 90% each | 20% |
| Exams | 10% each x 3 | 30% |
| LLAB | Once before Week 7 & once before Final Exam | 5% |
| Final Exam | 30% | 30% |
| **Total** |  | **100%** |

**Grading system:** This course is a 3-credit course that does not apply towards graduation credits with 3 grades possible: pass, made progress, or failure. The final grade will be determined as follows:

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| **Grading Scale:** | **Weighting:** |
| **P (passing)**: **70-100%** You must take a final in order receive a P.   | **70 – 100%****(210 – 300 pts)** |
| **MP (making progress, must repeat class)**: **<70% average**You must take a final in order to receive an MP. You must also have completed all course work. You must retake the course and earn a P to pass. | **< 70%****(less than 210 pts)**Completed class |
| **F (failure, must repeat class): < 70%**You demonstrated unsatisfactory participation and/or little to no improvement throughout the semester. | **< 70%****(less than 210 pts)**Did not take Final |

All grades will be updated weekly in Canvas; however, feel free to contact me at any time to assess your current grade.

**Extra Credit**: There is none. Math is a performance based subject. If you cannot prove that you can do it, you should not be moving on to the next course.

**Classroom Conduct**: Be respectful (of yourself, your classmates, and your instructor). If your actions are disruptive to the learning environment or disrespectful, you will be ejected from class. Below are some examples of what is respectful and not:

1. Respectful
	1. Being on time for class and entering class quietly
	2. Taking out your headphones and not walking in on the phone
	3. Turning your phone to silent prior to entering the classroom
	4. Having your phone away so it does not distract you or other students
	5. Keeping your voice only slightly above a whisper as to not distract other students or the instructor
	6. When asked to do something, responding affirmatively and quickly
2. Disrespectful
	1. Being late to class or leaving early consistently
	2. When entering or exiting class, doing so noisily
	3. Talking, laughing, or using profanity loudly in class
	4. Texting or being on your phone during class hours
	5. When asked to do something, arguing with the instructor or not responding at all

***Disrespectful behaviors will not be tolerated and may result in expulsion from class for that day.***

**Withdrawal Policy:** The last date to withdraw from your courses is ***April 9th 2018***. Though you won’t earn an F if you withdraw, before you decide to withdraw from this course or any other course, think about the following information:

1. The W will be reflected on your transcript permanently.
2. Ws on transcripts may have a negative impact on acceptance into select programs.
3. Transfer institutions may view Ws negatively, and it may go against your application.
4. Your financial aid may be impacted. Please discuss your options with your instructor or an advisor/counselor before you decide to withdraw from a course.

**Help available**: You can find help in the Math Learning Lab in room B2-36 weekdays and in room B1-28 Monday- Thursday evenings and Saturdays. Free, peer tutoring is available beginning with the second week of classes for all current CCP students. The peer tutors are experienced CCP students who have taken many of the courses in which they tutor. Free, weekly workshops, which begin in the third week of classes are also available to all CCP students.

**Statement on disability:** In order to receive classroom or testing accommodations, students with disabilities must be registered with the Center on Disability, and must provide their instructors with accommodation forms that have been prepared by a counselor in the Center.

**Inclement weather**: In the event of inclement weather check the CCP website.

**Honesty Policy:** Any cheating or copying on any assignment or assessment will result in an automatic zero grade for that particular assessment including all concerned, might also result in disciplinary action and/or failure of the course as a whole.

**SUGGESTED SCHEDULE**

W1

Wk 1

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| --- | --- | --- | --- |
| Wk 1 |  | jan 17 | Jan 19 |
|  |  | **INTRODUCTIONS** | **ALEKS** |
|  |  | Syllabus Review | **INITIAL KNOWLEDGE CHECK** |

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| Wk 2 | jan 22 | jan 24 | Jan 26 |
|  | **UNIT 1 – ARITHMETIC** | **UNIT 1 – ARITHMETIC** | **UNIT 1 – ARITHMETIC** |
|  | Module 1a: Arithmetic | Module 1a: Arithmetic | Module 1b: Arithmetic |

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| Wk 3 | Jan 29 | Jan 31 | feb 2 |
|  | **UNIT 1 – ARITHMETIC** | **UNIT 1 – ARITHMETIC** | **UNIT 1 – ARITHMETIC** |
|  | Module 1b: Arithmetic | Module 1c: Arithmetic | Module 1c: Arithmetic |

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| Wk 4 | feb 5 | feb 7 | feb 9 |
|  | **UNIT 1 – INTEGERS** | **UNIT 1 – INTEGERS** | **UNIT 1 – INTEGERS** |
|  | Module 1d: Arithmetic | Knowledge Check 1 | Exam 1 (Deadline March 2) |

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| Wk 5 | feb 12 | feb 14 | feb 16 |
|  | **Unit 2 – LINEAR EQUATIONS** | **Unit 2 – LINEAR EQUATIONS** | **Unit 2 – LINEAR EQUATIONS** |
|  | Module 2a: Linear Equations | Module 2a: Linear Equations | Module 2a: Linear Equations |

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| Wk 6 | feb 19 | feb 21 | feb 23 |
|  | **Unit 2 – LINEAR EQUATIONS** | **Unit 2 – LINEAR EQUATIONS** | **Unit 2 – LINEAR EQUATIONS** |
|  | Module 2b: Linear Equations | Module 2c: Linear Equations | Module 2d: Linear Equations |

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| Wk 7 |  Feb 26 | Feb 28 | mar 2 |
|  | **Unit 2 – LINEAR EQUATIONS** | **Unit 2 – LINEAR EQUATIONS** | **Unit 2 – LINEAR EQUATIONS** |
|  | Module 2e: Linear Equations | Module 2e: Linear Equations | Module 2f: Linear Equations |

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| Wk 8 | mar 5 | mar 7 | Mar 9 |
|  | **SPRING BREAK** | **SPRING BREAK** | **SPRING BREAK** |

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| Wk 9 | mar 12 | mar 14 | mar 16 |
|  | **Unit 2 – LINEAR EQUATIONS** | **Unit 2 – LINEAR EQUATIONS** | **Unit 2 – LINEAR EQUATIONS** |
|  | Module 2f: Linear Equations | Module 2g: Linear Equations | Module 2g: Linear Equations |

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| Wk 10 | Mar 19 | mar 21 | mar 23 |
|  | **Unit 2 – LINEAR EQUATIONS** | **Unit 2 – LINEAR EQUATIONS** | **UNIT 3 – POLYNOMIALS** |
|  | Knowledge Check 2 | Exam 2 (Deadline April 6) | Module 3a: Polynomials |

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| Wk 11 | mar 26 | mar 28 | mar 30 |
|  | **UNIT 3 – POLYNOMIALS** | **UNIT 3 – POLYNOMIALS** | **UNIT 3 – POLYNOMIALS** |
|  | Module 3a: Polynomials | Module 3b: Polynomials | Module 3b: Polynomials |

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| Wk 12 | apr 2 | apr 4 | apr 6 |
|  | **UNIT 3 – POLYNOMIALS** | **UNIT 3 – POLYNOMIALS** | **UNIT 3 – POLYNOMIALS** |
|  | Module 3c: Polynomials | Module 3d: Polynomials | Module 3e: Polynomials |

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| Wk 13 |  apr 9 | apr 11 | apr 13 |
|  | **UNIT 3 – POLYNOMIALS** | **UNIT 3 – POLYNOMIALS** | **UNIT 3 – POLYNOMIALS** |
|  | Module 3e: Polynomials | Module 3f: Polynomials | Module 3f: Polynomials |

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| Wk 14 | apr 16 | apr 18 | apr 20 |
|  | **UNIT 3 – DECIMALS, PERCENTS, & MEASUREMENTS** | **Final Exam Review** | **Final Exam Review** |
|  | Exam 3 (Deadline April 20) |  |  |

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| Wk 15 | apr 23 | apr 25 | apr 27 |
|  | **Final Exam Review** | **PD DAY** | **FINALS** |

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| Wk 16 | apr 30 | may 2 |  |
|  | **FINALS** | **FINALS** |  |