SIERRA COLLEGE SYLLABUS SATENIK HAROYAN

Arithmetic Review Math 581

Instructor & Course Information

Course: **Arithmetic Review - Math 581**

Section: **81705**

Time: **MW 8:00am-9:20am**

Room: **V-209**

Instructor: **Satenik Haroyan**

Phone: **(916)660-8288 ext. 3734**

Email: **sharoyan@sierracollege.edu**

Office Hours: **Mon. 9:25am - 9:55am in V-208**

Text & Software: **Essential Mathematics; Lial & Salzman, 3th ed with MyMathLab**

Course Credit: **4 units**

Website: **www.coursecompass.com**

MyMathlab Course ID: **haroyan04087**

ADVISORY: Placement by matriculation assessment process recommended. It is recommended that each student take the math assessment offered through counseling for proper math placement.

Course Description: Math 581 is a basic review of fundamental arithmetic operations with whole numbers, decimals, ratio, proportion, and percent.

Course Objectives

- Using mathematical operations of addition, subtraction, multiplication, and division; calculate whole numbers, fractions, decimals, ratios and proportions, and percentages problems by showing all steps.
- Analyze, interpret, and solve whole numbers, fractions, decimals, ratios and proportions, and percentages word problems that are either one or multi-step problems by using logical mathematical sequence of steps.
- Recognize and apply algorithms such as the order of operations and exponential notation to appropriate problems and solve them by showing all steps.
- Recognize and apply mathematical terminology to the interpretations and solutions of all types of mathematical problems by demonstrating the appropriate written steps.
- Analyze, interpret, and solve basic geometry problems by using the appropriate formulas.

Inside this issue:

Grading

The grades assigned will be A, B, C, D, and F. Incompletes will be given in dire circumstances.

Grades will be determined as the following:

A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	0 – 59%

Grading will be based on the following:

Tests: 100 points each
Final: 200 points
Quizzes: 10 points each
Study Guide: 5 points for each study guide
Homework: 2 points for each section assigned
Test Corrections: 5 points for each test correction
Lab: 25 points for each chapter
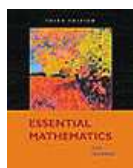**Classwork**: 5 points for each assignment

Attendance & Tardiness

- It will be very important to attend class promptly and to attend on a regular basis.
- The instructor reserves the right to drop students if they

1. *Miss six or more hours of classes.*
2. *Do not attend Lab*
3. *Miss six or more hours of Lab*
4. *Excess tardies (3 tardies equal 1 hour of class).*

Entrance to class will not be allowed after the **first ten minutes** unless approval is given.

Materials Needed

Texts: **Essential Mathematics; Lial & Salzman, Third Edition**
Basic College Mathematics: (solution book)
Lial & Salzman
MyMathLab Access Code: required the first week!

E-mail Address: You will need an e-mail address in order to work in the computer lab. This will be needed as soon as possible.

Notebook: Either an 1 ½ inch or 2 inch three-ring notebook .

Dividers: Five dividers with labels.

Pencils & erasers: Pencils with erasers. (Pens are not allowed.)

Highlighter: Two highlighters that are different colors.

Calculator: Scientific calculator for only **Chapter 5&6. Several types to consider are Casio FX 260, TI 30Xa, or TI 30XIIS.** You can not use a graphing calculator.

Discipline Policy

Please follow guidelines of good behavior: turn of cell phones and pagers, end private conversation once class begins, and be polite and respectful to everyone in the class. If you arrive late, please take a **seat near the door quickly and quietly. If you must leave early, please notify me before class begins.**
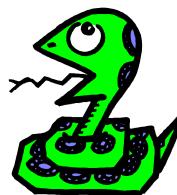
Late Work

It is very important to complete your assignments. It will be accepted, but only with a penalty.

Extra Credit

Extra credit will be available throughout the semester.

Cheating ~ Don't Do It

Each student is expected to follow the general guidelines as outlined in the student handbook**.** The two most common kinds of academic dishonesty are cheating and plagiarism.

- Cheating is the act of obtaining or attempting to obtain credit for academic work through the use of dishonest, deceptive or fraudulent means.
- Plagiarism is representing the work of someone else as the student's own and submitting it for any purpose.

Don't Do It!

Where to Get Help

- My Office – See Office Hours (page 1)
- Math Lab V-208
- The Rocklin Campus Tutor Center LRC-444(4th floor)
- Math Center V– 329 Hours Below

Math Center   V – 329

Monday & Thursday	9:00 a.m. - 6:00 p.m.
Tuesday & Wed.	9:00 a. m. - 8:00 p.m.
Friday	8:00 a.m. - 4:00 p.m.

- MyMathLab Technical Help:
    Phone: 1.800.677.6337
    Hours: Monday through Friday
       8am –8pm (Eastern Time)
       Sunday 5pm – 12 am.

Dates to Remember

August 23, Monday	First Day of Instruction
September 4—6, Sat—Mon	Labor Day —Holiday
September 6, Mon	**Add, refund and deadline to drop class without notation on record and receive refund.**
November 2, Tue	**Deadline to withdraw with a grade of W.**
November 12	Veterans Day-Holiday
November 25-27, Thu—Sat	Thanksgiving
December 8, Wed	**Final Exam**

"If you stop attending class ~ be sure to drop."

Tests

- At the end of each chapter, a test will be given covering the material assigned. Use the **Study Guide**, **Chapter Test** and **Summary and Review** located at the end of each chapter to prepare for the test**.**

- Each test will be worth **100 points** for a total of **600** possible points.

- As with homework, you must show the set-up of the problems, the steps to completion and the correct labels for problems, when needed, on the test for credit. **If no work is shown, no credit will be given.** *Neatness is important!* If I can't find or follow your work, then deductions will be made.

- If a test is missed, then a coupon may be used to take a make up test on the next assigned class/lab day.

Notebook

The notebook consists of **five parts**. These sections are as follows:
Notebook Sheet (place in front of the first divider)

1st Label: Information (divider label)
- Assignment schedule
- Syllabus
- Handouts

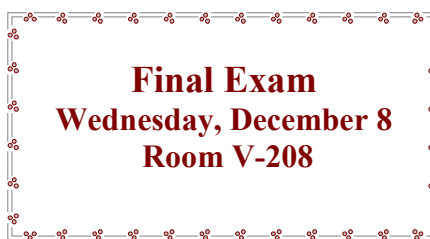**2nd Label: Study Guide**: (divider label)
- ✓ The study guide for each chapter will be completed in class.
- ✓ Each completed study guide is worth **5 points.**

3rd Label: Test Section: (divider label): Each **graded test** is to be placed in this section with corrections attached on a separate sheet of paper in front of test. 5 points will be given for each corrected test. **Make corrections on a separate sheet of paper, label as a retake,   staple to the original test and hand-in both.**

4th label: Homework: (divider label)
- Each section of the textbook has assigned homework.
- This assignment is worth **2 points per section** and it is **due when assigned. If you score below 70% on homework, you will have to redo it or receive no credit for the assignment.**
- Homework **will not be accepted** after the chapter exam.
- **Chapter Assignment Sheet** will be placed **in front** of the homework in your notebook.
- **All answers must be circled or highlighted.** Must show work for all problems.
  Must use the three-step problem solving method.

5th label: Classwork & Notes (divider label)

**Final Exam
Wednesday, December 8
Room V-208**

Quizzes

- Quizzes could be given at any time with or without prior notification.

- They will be worth 10 points each.

Coupons

Each student will be given **3** coupons for the semester.

- Coupons may only be used to **make-up a test** or **late homework.**

- They **must** be used by **the next class/lab day** if using it for a test.

Classwork

Classwork assignments are worth **5 points each time** that it is given and will be given randomly.

- The problems given will reflect the day's lesson and you will work in groups to complete the work**.**
- All students present must turn in the assignment for credit.
- If you are not in class, you cannot make up the assignment.

LAB INFORMATION

Lab Assistants:	Elaine Sturgell **and** Walter Pro
Course ID #:	_haroyan04087_ **(This is instructor's class course ID number.)**
Requirements:	• __3 hours of lab each week__ for a total of **35 hours** for the semester. If you have not set up your lab component by **Thursday, 09/04/2009,** you will be dropped from the class. The first day of lab is **Tuesday, 09/01/2009.** During the first week, you will sign-up for your lab time in the Math Lab in room **V-208.** You need to sign up for three lab hours (two 1.5 hour sessions). **Lab Sessions: choose 2 sessions on different days!** **Monday-Thursday Friday_____** **8:00-9:20am Open Lab: 9:00am-12:20pm** **9:30-10:50am** **11:00-12:20pm** **12:30-1:50pm** **2:00-3:20pm** **3:30-4:50pm**
Completing Lab Assignments:	Labs on the computer may be completed out of the Lab, but lab worksheets must be submitted with lab by the due date. If you do not show work on computer labs, you will not receive credit for that lab. *Lab modules must be completed by test deadlines.* Points will be deducted for incomplete work.
Grading	Each unit completed in lab is worth **25 points**.

AUGUST 2010

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER 2010

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2010

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER 2010

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER 2010

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	