Syllabus

# General Mathematics

**Vanessa Taavola**

**Course:** MA 080-02, 4 Credits

**Time/ Location**: 6-7:40pm/1318 Jamrich

**Term:** Winter 2021

**Instructor:** Vanessa Taavola **E-Mail:** vtaavola@nmu.edu **Phone:** 906-361-7788 (text only)

**T.A.:** Courtney Stone **E-Mail:** costone@nmu.edu

**Office Hours:** I will be available for office hours through zoom. I will also be able to meet you in our classroom before and/or after class beginning at 5:30. Just let me know if you need to meet at a different time.

**Required Supplies:** Aleks 360 access code, 18 weeks Higher Education, ebook included. YOU DO NOT NEED TO PURCHASE THE TEXTBOOK; it’s included online with Aleks and also on reserve in the library.

Websites used regularly in this class:

Educat: [educat.nmu.edu](http://educat.nmu.edu) Course documents, gradebook, discussion forums

Aleks: [**www.aleks.com**](http://www.aleks.com) Homework, computation quizzes, practice exams, exams, ebook

Course Description and Learning Outcomes

OC080 General Mathematics: Developmental course studying topics including: whole numbers, integers, decimals, fractions, ration and proportion, percents, order of operations, and solving basic equations. Applications are emphasized. This course must be passed with “C-“ (70%), or better, to enroll in the next course in the math sequence (MA090).

1. Demonstrate the ability to add, subtract, multiply, and divide whole numbers, integers, fractions, mixed numbers, decimals, and use percentages and basic geometry functions.
2. Solve linear equations by:
	1. Using the addition/subtraction property of equality.
	2. Using the multiplication/division property of equality.
	3. Using both of the above properties together.
3. Translate English sentences into algebraic equations.
4. Simplify mathematical statements using the correct order of operations.
5. Calculate the perimeter and area of rectangles and triangles. Calculate the area and circumference of a circle.
6. Find equivalent forms of numbers (i.e. change fractions to decimals, change percents to fractions, etc.)
7. Round whole numbers and decimals appropriately.
8. Apply the concept of percent to real-world application, such as sales tax, discount, and simple interest.
9. Simplify algebraic expressions using the correct order of operations.
10. Solve formulas and linear equations for specified variables.
11. Solve application problems by defining a variable, setting up and solving an equation, and interpreting the results.

**Technical skills:** Student must be able to navigate websites including Educat & Aleks. They must use and check their @nmu.edu email daily.

**Technology requirements:** Computer with internet access and a calculator (phones may not be used on exams and quizzes)

G**rades:** Grades are based on the following scale

90-100% A

80-89% B

70-79% C

60-69% D

0-59% F

**Your grade has the following components:**

Study Skills & Attendance 10%

Aleks Homework 10%

Quizzes 10%

Practice Exams 10%

Exams 40%

Final Exam 20%

Extra Credit Aleks Pie + up to 5%

Study Skills: Study skills will be taught in this class. You will have written assignments on this. I am trying to help prepare you for all of your current and future classes at NMU.

Attendance & Participation: Since we only meet twice per week, attendance is key to doing well in the course. Participation is also expected in class. You need to ask questions, work problems with partners, and gain confidence in your math skills. That means you need to be proactive and show effort!

Aleks Homework: Homework is done in Aleks. You have unlimited attempts until the due date and time. The Aleks program will not allow you to work beyond the due date and time.

Late work**:** You can get a “free” extension on any one homework assignment. You must message Courtney, and she will extend the due date by one week. If you need extensions on additional assignments, message Courtney for the extra week, but you will lose 5 points on your study skills grade. Math is a building block, and it’s important that you don’t fall behind on your homework.

Quizzes: In class

Practice Exams: Take in Aleks program. Many of these are longer than the exams (about double the length). **They are due at 5 p.m. on the day of each exam.**

Exams: These will be done in class. You must show all of your work on each exam question. Correct answers are only a fraction of what I am looking for; the process is what I need to see.

Final exam: This is not done in the Aleks program. It will be a paper and pencil exam, although COVID has changed this plan in the past. ☺

For written work (quizzes, exams, and final exams) you are graded not only on correctness, but also on clarity of work. If I can’t read your writing, then a correct answer **will not** get you full credit. You must show all steps. Just giving the answer will not earn full credit. Word problems can often be solved by just “thinking” about it, but you must show me why. ☺

**TA:** Courtney will meet with you individually. Just email or talk to her in class. Her job is to help improve student success.

**Disability needs:** If you have a need for disability-related accommodations or services, please inform the Coordinator of Disability Services in the Dean of Students Office at 2001 C. B. Hedgcock Building (227-1700). Reasonable and effective accommodations and services will be provided to students if requests are made in a timely manner, with appropriate documentation, in accordance with federal, state, and University guidelines. Here is the website for disability services: <http://www.nmu.edu/disabilityservices/node/1>

**Academic Integrity:** Students are expected to do their own work and follow the university academic honesty policy. This policy can be found in the student handbook. See link here: <http://www.nmu.edu/dso/studenthandbook>

**IMPORTANT DATES:**

**Drop:** Last day to drop a class with no course record is January 29th by 5 pm. Drop procedure: <http://www.nmu.edu/records/adddropprocedure>

**Withdrawals:** Last day for course withdrawal is March 26th by 5 pm. I will recommend withdrawal for any student earning below 60%. A W grade and an F grade have the same effect on your full time status. The difference is that an F grade hurts your GPA, but a W grade does not. It always benefits you to get a W, instead of an F. Withdrawal procedure: <http://www.nmu.edu/records/node/19>

Privacy Statement and Accessibility for www.aleks.com <https://www.aleks.com/privacy_statement>.

<https://www.aleks.com/highered/math/accessibility>

Privacy Statement and Accessibility for www.zoom.us <https://zoom.us/privacy>, <https://zoom.us/accessibility>

Technical support with Aleks: <https://mhedu.force.com/aleks/s/>

There are many resources available to help you succeed in this class and as a student. Here are the links to many campus resources:

Student Handbook:<https://www.nmu.edu/dso/studenthandbook>

Health Center <http://webb.nmu.edu/HealthCenter/>

Online Student Services <http://www.nmu.edu/online/>

Computer Help Desk (IT) <http://it.nmu.edu/helpdesk>

[D](http://www.nmu.edu/disabilityservices/home-page)isability Services <http://www.nmu.edu/disabilityservices/home-page>

Veterans Services <http://www.nmu.edu/veterans/veteran-student-services>

Dean of Students <http://www.nmu.edu/dso/home-page>

Olson Library <http://library.nmu.edu/>

Counseling Center <http://www.nmu.edu/counselingandconsultation/home-page>

Writing Center <http://www.nmu.edu/writingcenter/home-page>

Financial Aid <http://www.nmu.edu/financialaid/home>