

Northern Michigan University
Mathematics and Computer Science Department
OC080-60 (12549) General Math (4 credits)
MTWR 12:00 – 12:50pm
Synchronous Web (Zoom link is in EduCat)

Instructor: Dr. Carol Bell

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Office Hours: MTWR 1:00 – 2:00 via Zoom, or by appointment (Zoom only)

Prerequisite

Satisfactory score on math placement exam.

Course Description:

The study of basic operations on real numbers and algebraic expressions, and solving basic linear equations. Emphasis on solving linear equations.

Text and Other Requirements:

- Required: Miller/O'Neill/Hyde: Prealgebra, 2nd Ed. (McGraw Hill) - ALEKS 360.
Web site: <https://www.aleks.com/>
- Aleks class code: **RDAVK-F499D**
- A scientific or graphing calculator may be useful to aid in working some of the problems. You may not use a CAS graphing calculator.
- You must download a PDF scanner app to your smartphone. The app will allow you to take photos of your written work and save them as a single pdf file to upload to EduCat. Recommended apps are TurboScan, Genius Scan, and CamScanner.
- Please remember to dress appropriately because the class can see you and mute your microphone unless you have a question or are working with other students in the break out rooms.

How do I get help in the class?

- 1) Meet with me via Zoom during office hours or by appointment.
- 2) Meet with your assigned TA via Zoom.
- 3) Get help in the math tutoring lab in Jamrich 2100 (M-F 9:00 am – 9:00 pm).
- 4) Go to All Campus Tutoring (generally available on the weekends). Check their walk-in tutoring schedule at <https://www.nmu.edu/tutoring/>.

Student Learning Outcomes for Pre-algebra:

1. Use order of operations to simplify and perform operations on whole numbers, integers, fractions, mixed numbers, and decimals
2. Find equivalent forms of numbers (fractions, decimals, percents, mixed numbers)
3. Round whole numbers and decimals
4. Translate English sentences to algebraic equations
5. Evaluate algebraic expressions
6. Use order of operations to simplify and perform operations on algebraic expressions

7. Solve linear equations using the addition and multiplication properties of equality
8. Calculate the perimeter and area of rectangles and triangles. Calculate the area and circumference of a circle. Use correct units
9. Solve formulas and linear equations for a specified variable
10. Solve application problems by defining a variable, setting up and solving an equation and interpreting the result
11. Solve applied problems, such as sales tax, discount, and simple interest

Learning outcomes will be assessed using assignments and tests.

Assessment Format: Specific information on each assessment is below.

- **Attendance (2%):** You must attend every class period via Zoom. Please keep your camera on during class so the TA and I know you are participating. This will also help you to focus your attention on this class. The objective is to increase your mathematics knowledge base and that is very difficult to do if you are not attending and participating. Each student, present or not, is responsible for all directives announced in class. The TA will keep the attendance records so if you are late to class, be sure you notify the TA of your presence.

Students who are unable to attend class for various reasons must notify the instructor. Students should create a plan for staying on top of the material or catching up with missed work. Present or not, students are responsible for all course work.

- **Aleks Homework (10%):** Online homework is via Aleks. Do your work in a homework journal. Be sure to write down the question along with all your work done in completing the problems so you have a good reference to use when studying for tests. It is helpful to have the problem question with your work in case you have questions on a particular problem. You can ask about it the next class day.
- **Homework Journal (8%):** Keep a homework journal of your written work for the Aleks homework so that you can ask questions on the problems you do not understand. You will receive a grade on the homework journal as we complete each chapter or unit. The number of points for each homework journal depends on the number of assignments in Aleks for each chapter or unit. You will upload your homework journal to EduCat as a single pdf file by the due date. I will download them and send them to the TA for grading. If your pdf file is too large to upload to EduCat, please email it directly to the TA. The TA will provide you with suggestions and recommendations for improving your organization and work. Please name your homework journal according to your last name and first initial (e.g., bellc-journal2.pdf).
- **Written Homework (10%):** Written homework is assigned regularly (see the calendar). Each homework assignment is 10 points. You will upload your homework to EduCat as a single pdf file by the due date. Please name your homework according to your last name and first initial (e.g., bellc-HW1.pdf). Your lowest written homework score is dropped. Late homework is penalized 20% and I will not accept it after the solutions are posted in EduCat.

- **Tests (50%):** You will have six tests throughout the semester with each one worth 50 points. The tests are in Aleks and each one consists of 15-20 questions. You have 55 minutes to complete the test in Aleks. Upon completion of the test, you must upload your written work to EduCat as a single pdf file. I will calculate your test score using 60% of your Aleks score and 40% of your written work score. Be sure you show work on all problems. Answers without supporting work are scored 0. A university-approved excuse is required for rescheduling any test. *Make-up tests are not given.* If you miss a test, half of your raw score on the final exam will replace the missed test. Additional tests missed receive a score of 0.

Test Rules:

- 1) The work on the test must be your own work. If I see you talking with other students, such as roommates, I can only assume you are discussing the test with them, which means you are in violation of the Student Code of Conduct. You will then receive a score of 0 on the test with no option of replacing that 0 with half of your final exam score.
 - 2) You must stay in the Zoom classroom until you have submitted your test in Aleks. If you leave the Zoom classroom while you are still taking the test, you will receive a score of 0 on the test with no option of replacing that 0 with half of your final exam score.
 - 3) Your camera/video must remain on until you submit your test in Aleks. If you do not have your camera on the entire time, there is a 50% penalty.
 - 4) You have until half past the hour after the class ends to upload your written work from the test to EduCat as a single pdf file. Late submissions may not be graded.
 - 5) It is your responsibility to find a quiet area to take the test so you are not distracted. It is also your responsibility to make sure you have a good internet connection so that your camera is functioning while you are in Aleks.
 - 6) Once you start the test, you must finish it within 55 minutes. Do not be late to the Zoom classroom on test days. The test will close four minutes before the hour, which allows one minute at the beginning of class to get into Aleks.
- **Final Exam (20%):** The final exam is cumulative. Please see the final exam schedule for the date and time.
 - **Extra Credit** – each test and the final exam has a corresponding set of review problems in Aleks. If you complete the problems, you will receive up to 2% extra credit added to your final course percentage at the end of the semester.

The instructor reserves the right to reduce a student's grade due to an excessive number of absences or to give the student a failing grade in the course. Students may withdraw from the course prior to the University's class withdrawal deadline.

Grading Scale (%): Your course grade will be weighted according to the percentages outlined under Assessment Format. Corresponding grades based on a percentage are below.

100 – 93.0: A	86.4 – 82.5: B	76.4 – 72.5: C	66.4 – 62.5: D
92.9 – 89.5: A-	82.4 – 79.5: B-	72.4 – 69.5: C-	62.4 – 59.5: D-
89.4 – 86.5: B+	79.4 – 76.5: C+	69.4 – 66.5: D+	59.4 – 0: F

NMU’s Non-Discrimination Statement:

Northern Michigan University does not unlawfully discriminate on the basis of race, color, religion, sex, national origin, age, height, weight, marital status, familial status, handicap/disability, sexual orientation, or veteran status in employment or the provision of services, and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities an equal opportunity to participate in all programs and activities.

Anyone having civil rights inquiries may contact the Equal Opportunity Office, 502 Cohodas Hall, telephone number 906-227-2420.

ADA Statement:

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 (227-1737 or disserv@nmu.edu). 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.

Mask Accommodation ADA Statement:

Certain students may qualify for alternative face-covering accommodations due to a variety of health conditions. These students have gone through a qualifying process with the Office of Disability Services. Faculty have been notified of which students receive these accommodations in their class. If you have concerns regarding this topic, please contact the faculty member outside of class. Please do not question or confront fellow students in the classroom who are using alternative or modified face coverings.

Statement of Respect:

My classroom is a place where you will be treated with respect. In this course, each voice has something of value to contribute. Please take care to respect the different experiences, beliefs, and values expressed by students, faculty and staff. Each member of this class is expected to contribute to a respectful, welcoming, and inclusive environment for every other member of the class.

Important Deadlines:

- Last day to drop with 100% refund and no grade – Tuesday, January 26, 5:00pm
- Last day to drop with a W grade – Friday, March 26, 5:00pm