HOUSTON COMMUNITY COLLEGE
SOUTHWEST COLLEGE

Department of Mathematics
COURSE SYLLABUS

MATH 0306: Fundamentals of Math I

Fall 2008 / M W 9:30 am – 11:00 am / Stafford, Room # T-1 /CRN# 60231

INSTRUCTOR:	Adnan Ulhaque
CONFERENCE TIMES:	Tu&Th 8:00 am–11:00 am @ A120
CONTACT INFORMATION:	adnan.ulhaque@hccs.edu
MYMATHLAB COURSE ID:	**ulhaque11937**

Textbook:
Prealgebra and Introductory Algebra, 2nd Edition. Bittinger, Marvin L. & Ellenbogen, David J. Pearson /Addison Wesley: Boston, 2008.

Catalog Description:
Topics include fundamental operations in whole numbers, fractions, and decimals; percents, ratios, proportions, descriptive statistics, and an introduction to the real numbers. All students who enroll in this course are expected to complete MATH 0308 and MATH 0312 in the following consecutive semesters before attempting their first college-level mathematics course (usually MATH 1314 College Algebra). A comprehensive Departmental Final Exam will be given in this course.

Credits: 3 credit hours (3 Lecture).

Prerequisite: Appropriate placement test score.

Course Intent:
This course provides students with the basic arithmetical skills enabling them to proceed to the next level mathematics course.

Audience: This course is intended for students who require state mandated remediation.

Testing policy:
There will be three major exams and a departmental final exam. All exams will be graded and returned within a week. All students are responsible for knowing the material that will be on a test. If you do not understand the material then ask for help.

Make-up policy:
There will be no make-up exams. If you miss one exam, your final exam grade will be substituted for the missed exam. If you miss another exam, then the grade for that exam will be zero.

Grading policy:
Your final course grade is based on the following standard HCCS scale.

FINAL AVERAGE	FINAL COURSE GRADE
90 ≤ Average ≤ 100%	A
80 ≤ Average < 90%	B
70 ≤ Average < 80%	C
60 ≤ Average < 70%	D
Average < 60%	F

A grade of "IP" (In Progress) will NOT be given.

A grade of "F" is given only if the final average is below 60.

For your course grade, the scores from your homework, three major tests, and the final examination will be taken into consideration as shown in the following formula.

Final Average= ((T1+T2+T3)/3) (0.60)+(HW)(0.10)+(Final)(0.3)

Final Examination:
The final examination is departmental and consists of 40-50 multiple-choice problems. The problems cover all the material required in the course.

Attendance policy & Tardiness policy:

Attendance is checked during every class. When you have accumulated 12.5 % or 6 hours of an absence, the instructor is obligated by law to drop you from the class.

If you are tardy for a class, you are responsible for ensuring that you are marked present.

Three occasions of being tardy or leaving early will count as one absence. Two occasions of being tardy or leaving early for 25 minutes or more will be counted as one absence.

Withdrawal policy:

If you wish to drop the class, then it is your responsibility to do that before the final drop date. If your name is on the roll at the end of the term, you WILL receive a grade. Neither you nor your instructor will be able to perform the drop after the final drop date. Please refer to the following notice before dropping the class.

> NOTICE: Students who take a course three or more times will face significant tuition or fee increases at HCC and other Texas public colleges and universities. In addition, state law allows students a maximum of 6 course withdrawals during their entire college career. Students with more than 6 drops will be required to pay additional fees. Prior to course

withdrawal, you must confer with your professor or counselor about your study habits, homework, test-taking skills, attendance, course participation, and tutoring or other assistance that is available.

Homework policy:
All homework must be completed online using MYMATHLAB.
Homework will be assigned regularly through the MyMathLab system which is available online at www.mymathlab.com or www.coursecompass.com. Use the following course ID: ulhaque11937, and the school zip code is 77477.

Calculators:
Calculators are not allowed.

Student conduct:
Students should not engage in disruptive activities while in the classroom. Any conduct that is deemed detrimental to the academic atmosphere, such as cell phone use or consistently talking during instructional delivery, will not be tolerated. Any student found guilty of such conduct will be asked to leave the classroom until further notice.

Academic dishonesty:
All students are required to exercise academic honesty in completion of all tests and assignments. Penalties for academic dishonesty (cheating on a test, collusion on an assignment, etc.) include, but are not limited to, a reduced grade, a "0" on that test or assignment, a "W" in the course, or an "F" in the course. The use of recording devices, including camera phones and tape recorders, is prohibited in all locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Disability Services Office for information.

Resources and supplemental instruction:
Any student enrolled in Math 0306 at HCC has access to the tutoring labs where one-on-one help is available. The math tutoring labs are staffed with student assistants who can aid students with math problems and offer help with MYMATHLAB. Please check with your instructor for the hours of the tutoring labs. In addition, free online tutoring is provided. For information, go to the math department web page and select the online tutoring link. Another resource is the student solutions manual that may be obtained from the bookstore.

Students with Disabilities:
Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Support Services Office at this college at the beginning of the semester. To make an appointment, please call 713-718-7910. Professors are authorized to provide only the accommodations requested by the Disability Support Office.

Course Schedule:

Chapters and Sections	Approximate Time

Chapter 1 WHOLE NUMBERS 4 Days

- 1.1 Standard Notation
- 1.2 Addition
- 1.3 Subtraction
- 1.4 Rounding and Estimating; Order
- 1.5 Multiplication and Area
- 1.6 Division
- 1.7 Solving Equations
- 1.8 Applications and Problem Solving
- 1.9 Exponential Notation and Order of Operations

Chapter 2 INTRODUCTION TO INTEGERS & ALGEBRAIC EXPRESSIONS 4 Days

- 2.1 Integers and the Number Line
- 2.2 Addition of Integers
- 2.3 Subtraction of Integers
- 2.4 Multiplication of Integers
- 2.5 Division of Integers and Order of Operations
- 2.6 Introduction to Algebra and Expressions
- 2.7 Like Terms and Perimeter
- 2.8 Solving Equations

Chapter 3 FRACTION NOTATION: MULTIPLICATION & DIVISION 4 Days

- 3.1 Multiples and Divisibility
- 3.2 Factorizations
- 3.3 Fractions and Fraction Notation
- 3.4 Multiplication of Fractions
- 3.5 Simplifying
- 3.6 Multiplying, Simplifying, and More with Area
- 3.7 Reciprocals and Division
- 3.8 Solving Equations: The Multiplication Principle

Chapter 4 FRACTION NOTATION: ADDITION, SUBTRACTION, AND MIXED NUMBERS 4 Days

- 4.1 Least Common Multiples
- 4.2 Addition, Order, and Applications

4.3 Subtraction, Equations, and Applications
4.4 Solving Equations: Using the Principles Together
4.5 Mixed Numerals
4.6 Addition and Subtraction of Mixed Numerals; Applications
4.7 Multiplication and Division of Mixed Numerals; Applications

Chapter 5 DECIMAL NOTATION 4 Days

5.1 Decimal Notation
5.2 Addition and Subtraction of Decimals
5.3 Multiplication of Decimals
5.4 Division of Decimals
5.5 More with Fraction Notation and Decimal Notation
5.6 Estimating
5.7 Solving Equations
5.8 Applications and Problem Solving

Chapter 6 PERCENT NOTATION 4 Days

6.1 Ratio and Proportion
6.2 Percent Notation
6.3 Percent and Fraction Notation
6.4 Solving Percent Problems Using Percent Equations
6.5 Solving Percent Problems Using Proportions
6.6 Applications of Percent
6.7 Sales Tax, Commission, Discount, and Interest

Chapter 7 DATA, GRAPHS, AND STATISTICS 1 Day

7.1 Averages, Medians, and Modes
7.2 Tables and Pictographs
7.3 Bar Graphs and Line Graphs

Review for Final 1 Day

Test Schedule:

Test	Chapters Covered on Test	Date
Test #1	Chapters 1-2	Wednesday Oct 01,2008
Test #2	Chapters 3-4	Monday Nov 03,2008
Test #3	Chapters 5, 6, and 7	Monday Dec 01,2008
Final Exam **(2 hours)**	Chapters 1 - 7	Monday Dec 08, 2008 **At 9:00 am – 11:00 am**

Important Dates:

Last Day to Drop: 11/06/08

Course Objectives:

Upon completion of this course, a student should be able to:

1. add, subtract, multiply, and divide whole numbers, understand the order of operations, and solve problems involving exponential notation.
2. solve problems by estimating and rounding.
3. add, subtract, multiply, and divide integers.
4. find the least common multiple of two or more integers.
5. add, subtract, multiply, and divide fractions.
6. add, subtract, multiply, and divide with decimals.
7. simplify algebraic expressions.
8. solve problems involving ratio and proportion.
9. solve problems involving percent.
10. read and interpret data from tables, pictographs, bar graphs, and line graphs.