

Math 351, Section 10535  
Pre-Algebra, SM 304  
Fall 2009 MW: 1:30 – 2:50 pm

**Instructor:** Frank Gonzalez      **Office:** SM 355  
**Phone:** (949) 582 - 4828  
**Email:** fgonzalez@saddleback.edu  
**Office Hours:** Mon – Fri: 11:00 am – 12:00 pm

**Text:** Prealgebra, 6th edition, Charles P. McKeague.

**Prerequisite:** None.

**Content:** We will cover chapters 1-8. This course is also a prerequisite for Math 251.

**Student Learning Outcomes:** Students who successfully complete Math 351 will be able to:

1. demonstrate mastery of the computational skills necessary for them to succeed in Beginning Algebra.
2. demonstrate the critical thinking skills necessary for them to set up and solve word problems of the appropriate difficulty level.
3. demonstrate knowledge of and the ability to use geometric formulas to calculate perimeters, areas, and volumes.

**Additional Resources:** Video cassette tapes are available in the audio visual section of the library, catalog number 3537H. In addition, free tutoring is available in the LAP (Learning Assistance Program) located in LIB 114. A link to the LAP is located on my website.

### Grading

Grades are determined on the number of points earned out of *600 possible*. There are three major categories for points. They are

- 1) Three tests (100 points each), see calendar for dates
- 2) Eleven quizzes (10 points each), see calendar for dates
- 3) Homework (50 points possible)
- 4) Final Exam (150 points), see calendar for date.

Your lowest quiz score will be dropped. The following scale then assigns letter grades:

A	B	C, Pass	D, No Pass	F, No Pass
90% or above	80% or above	68% or above	60% or above	Below 60%

**Tests:** There will be three tests, each worth 100 points. There is *no make-up tests allowed*. If you will miss a test, you must notify me no later than 24 hours after the test.

**Quizzes:** There will be eleven quizzes, each worth 10 points. Since your lowest quiz score will be dropped, there is *no make-up quizzes allowed*.

**Homework:** Collected weekly at the beginning of class on Wednesday. Problems will come from the text and supplemental handouts. Each assignment is worth 3 points, 1 point is for correctness and 2 points are for completion. *No late homework is accepted*. In addition, homework must be stapled with your first and last name, course title, and date clearly stated in the upper right hand corner of the front page. Homework not abiding by these standards will not be accepted.

**Final Exam:** The final exam is worth 150 points, and must be taken at the scheduled time. The final exam will be comprehensive, meaning it will cover the entire semester.

**Calculators:** Calculators will not be allowed at first. Once we've reached an appropriate point in the course, a scientific calculator will be allowed on most homework, tests, and quizzes. Graphing calculators (such as a TI 83, 89, etc) are not allowed. You cannot use your cell phone as a calculator.

**Academic Honesty:** In academics as in all parts of life, honesty and authenticity of ones work is regarded as the underlying moral code. Thus, anyone caught cheating will be held fully responsible in accord with the rules set out by Saddleback College (see *Student's Rights and Responsibilities* in the Student Handbook). In addition, please see the Math, Science, and Engineering Division Policy on Academic Integrity (a link is available on my web page).

**Attendance:** Attendance will be taken on a daily basis. A student who is not passing the class and has excessive absences (6 hours or more) will be dropped from the class without their permission.

**Special Accommodations:** If you have a documented disability and need accommodations for this class, see me within the first two weeks of the semester. Also contact Special Services for assistance, located in the Student Service Center, SSC 113, 582-4885. I must receive all appropriate documentation before allowing you to proceed with accommodations. A link to special Services is located on my web page.

**Important Dates:**

- September 25, Last day to drop without a "W" grade,
- November 5, Last day to drop with a "W" grade.