

Math 351, Pre-Algebra
MTWTh: 12:00 – 1:25 pm
SM 201

Instructor: Frank Gonzalez **Office:** SM 355

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Office Hours: By appointment only.

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:

1. Free tutoring is available in the LAP (Learning Assistance Program) located in LIB 114. A link to the LAP is located on my website.
2. Larry Perez's Algebra2Go website:
<http://www.saddleback.edu/faculty/lperez/algebra2go/prealgebra/index.html>
3. Our authors MathTV website: http://www.mathtv.com/videos_by_topic

Grading

Grades are determined on the number of points earned out of 540 *possible*. There are three major categories for points. They are

- 1) Four tests (100 points each), see calendar for dates
- 2) Four quizzes (25 points each), see calendar for dates
- 3) Homework (40 points possible)

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%	
486 points	432 points	367 points		324 points		Less than 324	

Tests: There will be four 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. Please see the calendar for dates.

Quizzes: There will be four quizzes, each worth 25 points. There is *no make-up quizzes allowed*.

Homework: Collected weekly at the beginning of class on Monday. Problems will come from the text and supplemental handouts. *No late homework is accepted*, and each assignment is worth 5 points. 2 point is for correctness, and 3 points are for completion. 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.

Policy

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

Attendance: Attendance will be taken on a daily basis. A student who has excessive absences (6 hours or more) may be dropped from the class without their permission.

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).

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.

Additional Important Dates:

- June 6, 2011, Last day to drop without a "W" grade.
- June 6, 2011, Last day to switch grading to Pass / No Pass.
- June 27, 2011, Last day to drop with a "W" grade.