MATH 85LNK (Item #5729): Introduction to Elementary Algebra
Winter, 2010

Instructor: Carol Avery (you may address me as Mrs. Avery, Ms. Avery, or Carol)
Office: Bldg. 20, Room 6
Office Hours: MWF 11:30-12:20; TTh 8:30-9:20. Please make use of my office hours if you have any questions or need extra help with the course material.
Phone: 253.460.4429
e-mail: cavery@tacomacc.edu (I will make every effort to respond to email messages within 12 hours of receiving them.)
Webpage http://www.tacomacc.edu/home/cavery/Math85/Math85-home.htm

Course Description: Beginning algebra specifically designed for students with no algebra background. Topics include introduction to variables and signed numbers, solutions to linear equations and inequalities, simplification of algebraic expressions, evaluation and manipulation of formulas, an emphasis on word problems and graphing of linear equations. Scientific calculator required. Co-enrollment in MARC85LNK is required.

Course Prerequisite: The prerequisite for this course is a grade of “C-” or better in Math 75 or assessment into Math 85 and successful completion of or current enrollment in Reading 85.

College Wide Learning Outcomes: Tacoma Community College has identified five college-wide learning outcomes that form the foundation of our educational emphasis: Communication (COM), Critical Thinking and Problem Solving (CRT), Responsibility and Ethics (RES), Information & Information Technology (IIT), and Living and Working Cooperatively/Valuing Differences (LWC).

Math 85 will prepare the student for further study of algebra, specifically Math 90. After completing this course the student will be able to:

1. Demonstrate an understanding of the concept of a variable by identifying variables and using them in equations and algebraic expressions. (COM, CRT)
2. Perform operations with signed numbers. (COM, CRT)
3. Solve linear equations and inequalities using a vertical format. (COM, CRT)
4. Apply the commutative, associative and distributive properties. (COM, CRT)
5. Substitute values into formulas and solve for the remaining variable. (COM, CRT)
6. Solve Formulas for a specified variable. (COM, CRT)
7. Solve the following types of basic word problems: (COM, CRT)
   a. Translation of an expression or equation from words to algebra.
   b. Area, perimeter, distance-rate-time, coin, consecutive integer, etc.
8. Produce clear and complete written solutions. (COM, CRT)
9. Use a scientific calculator appropriately. (IIT)
10. Understand the concepts of lines and linear equations from a symbolic and graphical viewpoint. Graph lines from equations and determine equations from graphs or points. (COM, CRT)
11. Understand the concept of slope both graphically and symbolically. Find slopes given graphs or equations or data points. (COM, CRT)


Required Supplies: You will need to have available *at all times*: pencils and eraser; 8 ½ x 11” lined paper; scientific calculator (TI-30XIIS recommended); textbook and supplement listed above.

Course Requirements: Grades will be based upon a number of factors, including homework/attendance/participation, quizzes, projects and exams. These areas are detailed below:

1. Homework/Attendance/Participation:
   **PLAN TO SPEND AT LEAST 2 HOURS PER DAY ON HOMEWORK!**
   Each homework assignment will be worth 3 points. Answers to all odd problems are in the back of your book (answers to odd and even problems are in the back of your supplement), and **you are expected to check your answers** before turning homework in. I will scan your work to check that all problems are done; that you show all the work done to obtain an answer; and that you work in a neat and organized manner following the *Math 85 Homework Guidelines* document. In addition, I will choose two odd and two even problems to grade very carefully. For all problems, I am not as interested in your answer as in your process. You are responsible for re-working a problem until you get the correct answer, taking advantage of various resources (see below) for extra help if you need it.
   Assignments are due on the date specified at the beginning of class. **No late assignments will be accepted for any reason.** You can miss up to 3 homework assignments without it affecting your grade. I do not accept assignments sent to my email address as attached documents.

   **Attendance and Participation.** You are expected to attend class every day, arriving on time and remaining until the end of the period. Repeated absences and/or failure to be in class for the entire period will be reflected in your grade. You will be expected to participate in class discussions and group activities, and you are encouraged to work with your classmates on homework. In addition, you may be required to spend time outside of class working with small groups and/or computer programs.

2. Projects/Writing Assignments/Quizzes
   One or more writing assignments, projects, or take-home quizzes may be assigned during the quarter. They may be for individual or group work. Points will be determined by the complexity of the assignment, and may range from 5 points to 50 points. With any assignment calling for writing, the clarity and accuracy of your writing is important: use of proper grammar, punctuation, and spelling is expected.

3. Exams
   You will have three 100-point, hour-long exams and one comprehensive final exam, worth 150 points.

   **Grading:** The grading of each individual assignment or test will be based on your ability to demonstrate your understanding of a given concept or skill. This can’t be done by just writing down the answer: **all work and/or steps must be shown** as well. Problems just showing the “right answer” with no back-up work will not receive full credit.
Your final grade will consider exam scores, quiz scores, percent of homework points, group problem points, attendance, participation, and the final exam with the following percentage breakdown:

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>94.5 - 100</td>
<td>A</td>
</tr>
<tr>
<td>89.5 - 94.4</td>
<td>A-</td>
</tr>
<tr>
<td>86.5 - 89.4</td>
<td>B+</td>
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<tr>
<td>84.5 - 86.4</td>
<td>B</td>
</tr>
<tr>
<td>79.5 - 84.4</td>
<td>B-</td>
</tr>
<tr>
<td>76.5 - 79.4</td>
<td>C+</td>
</tr>
<tr>
<td>74.5 - 76.4</td>
<td>C</td>
</tr>
<tr>
<td>69.5 - 74.4</td>
<td>C-</td>
</tr>
<tr>
<td>66.5 - 69.4</td>
<td>D+</td>
</tr>
<tr>
<td>64.5 - 66.4</td>
<td>D</td>
</tr>
<tr>
<td>59.5 - 64.4</td>
<td>D-</td>
</tr>
<tr>
<td>0 - 59.4</td>
<td>E</td>
</tr>
</tbody>
</table>

This scale may be altered at the instructor’s discretion.

**Classroom Policies:**

1) The first 5-10 minutes of class will involve group work on the previous day’s homework. You will work with your classmates on problems that you were not able to solve on your own. The instructor will be available during this time to answer questions your classmates are not able to answer.

2) All cell phones and pagers must be turned off and put away during class time. Because ringing cell phones and texting distractions are disruptive to the learning process for students and the instructor alike, **you will lose 1 participation point for each time your cell phone rings in class OR you use it for calling or texting.** If you are expecting an urgent call or page, please talk with the instructor prior to class.

3) A successful student is one who gives his or her full attention to the class session. Therefore, no listening devices (other than hearing aides) will be allowed during class.

4) Beverages are allowed in class, but please save food for after class. No tobacco products will be allowed in class.

5) Children are not allowed in class.

6) Class will last the full 50 minutes. Do not start packing away your books until class is dismissed.

**Make-Up Work:** As stated earlier, homework may NOT be turned in late or made up. Make-up exams may be scheduled with prior approval in highly exceptional cases. If you are sick on the day of an exam, you must contact me via email or telephone before class time.

**Course Calendar:** Dates of exams and homework assignments will be announced in class. We will not have class on the following dates: **January 18** (MLK Holiday), **February 9** (Educational Planning Day), **February 15** (President’s Day Holiday).

**Academic Dishonesty:** I encourage you to collaborate with others on homework, or on projects as specified, but you may NOT collaborate on exams. Cheating on an exam or project will result in zero points for the work. A second infraction will result in an E grade for the course. For more information, refer to the TCC Academic Dishonesty Policy on p. 33 of the 2008-2010 College Catalog or at <http://www.tacomacc.edu/resourcesforstudents/studentpolicies/administrativeprocedurefor academicdishonesty.aspx>.

**Classroom Concerns/Disputes.** If you have questions or concerns about this class or me, please come to talk with me about your concerns. If we are unable to resolve your concerns, you may talk next with the Chair of the Math Department, Valerie Morgan-Krick, Bldg. 20. She can assist with information about additional steps, if needed.

**Withdrawals/Incompletes/S,U,V Grades:** TCC policy states that anyone can drop a class through the 10th day of the quarter. If the student fills out the necessary forms and turns them in to Enrollment Services (Bldg. 7). Between the tenth and the 55th day of the quarter, a student needs to get the instructor’s signature to drop the class. In general, if you are receiving a C grade or better at the time of your request, a W grade will be given if you have completed 60% of the coursework for the quarter. Otherwise, a V grade will be given. If your grade is lower than a C, an E grade will be given (exceptions
may be made, depending on the circumstances). Students who simply stop coming to class will receive an E. **After the 55th day, students no longer have the option to drop the class.**

Incompletes will be given only in VERY RARE instances, which must be discussed with the instructor **before the final exam**. An “I” grade is reserved for students who have generally done well throughout the quarter but miss a small amount of work (say, the final) due to exceptional circumstances. S/U grade requests must be processed through the registration office and meet their deadlines.

**Students with Special Needs:** All students are responsible for all requirements of the class, but the way they meet these requirements may vary. If you need specific auxiliary aids or services due to a disability, please contact the Access Services office in Building 7 (253-566-5328). They will require you to present formal, written documentation of your disability from an appropriate professional. When this step has been completed, arrangements will be made for you to receive reasonable auxiliary aids or services. The disability accommodation documentation prepared by Access Services must be given to me before the accommodation is needed so that appropriate arrangements can be made.

**Getting Help:** A number of resources are available if you need additional help. Please make use of my office hours, listed at the beginning of this syllabus. Help is also available at the Al Kwarizmi Math and Learning Center (MARC) in Bldg. 19-22. The Writing/Tutoring Center has tutors available to meet with you once or twice a week. Stop by Bldg. 7, Room 221 or call 253.566.6032 to make an appointment. Drop-in tutoring is also available on a first come, first served basis. If you know you are **starting** to get behind or feel lost, GET HELP!

*The information in this syllabus is subject to change.*
*Any changes may be made via class announcements.*