Course Syllabus

Multilevel Course [Math 20, 22, 24, & 25]

INSTRUCTOR: Navtej (Johnny) Singh
E-MAIL: navtej@hawaii.edu
OFFICE: Manaopono 110
OFFICE HOURS: M W 12:30pm – 1:20pm, F 9:30am – 10:20am T TR 1:30pm – 3:00pm,
T TR 5:00pm – 5:30pm, and by Appointment.
TELEPHONE: (808) 236 – 9278
EFFECTIVE DATE: Fall 2010

<table>
<thead>
<tr>
<th>Class</th>
<th>CRN</th>
<th>Course ID for MathXL</th>
<th>Class Meeting</th>
<th>Days</th>
<th>Classroom</th>
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<tbody>
<tr>
<td>Math 20</td>
<td>60288</td>
<td>XL0J-L1CY-701Y-78N2</td>
<td>1:30pm – 2:45pm</td>
<td>MW</td>
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Windward Community College Mission Statement

Windward Community College is committed to excellence in the liberal arts and career development; we support and challenge individuals to develop skills, fulfill their potential, enrich their lives, and become contributing, culturally aware members of our community.

Catalog Description

Math 20 - This course is designed to help students review and master the basics of mathematics. Emphasis will be placed on numeration, whole numbers, fractions, mixed numbers, and decimals. Also includes the concept of variables; ratios; proportions; solving simple equations in one variable; percent; basic geometry; solving basic applied problems; and basic operations with integers. Prerequisite for this course is satisfactory math placement test score or consent of instructor.

Math 22 - This course prepares students who want to strengthen computation and problem solving skills before proceeding to an elementary algebra course. This course includes a brief review of arithmetic, the concept of variables, using rational numbers, solving simple equations in on variable, percent, measurement, ratio and proportion, geometry formulas, square roots, and word problems. Prerequisite for this course is C or better in Math 20 or equivalent, satisfactory math placement test score, or consent of instructor.

Math 24 - This course represents approximately half of a typical year algebra course. Topics include real numbers and their properties, linear equations and inequalities in one variable, the coordinate plane, linear systems in two variables, and exponents. Prerequisite for this course is grade of C or better in Math 22 or equivalent, satisfactory placement test score, or consent of instructor.
Math 25 – This course is a continuation of Math 24, Elementary Algebra I, representing approximately the second half of a typical first year course in algebra. Topics include exponents, polynomials, factoring, rational expressions and equations, radical expressions and equations, radical quadratic equations. Prerequisite for this course is grade of C or better in Math 24 or equivalent, satisfactory placement test score, or consent of instructor.

Mode of Instruction

This multi-level class utilizes an alternate mode of instruction for students enrolled in developmental courses (Math 20 – Basic Mathematics, Math 22 – Pre-algebra, Math 24 – Elementary Algebra I, and Math 25 – Elementary Algebra II). In this mode, students are still required to attend class to spend time on task. Students will be using the same text, satisfying the same student learning outcomes, taking the same departmental test and cumulative final exam, and held to the same standard or level of mastery as any other student enrolled in the same course. Students are required to purchase the access code for MathXL. If the textbook is purchased from the bookstore, it automatically comes with the MathXL access code. In addition to their work on the computer, students will be required to demonstrate their ability to do “paper and pencil” work. The mode of instruction is primarily computer assisted instruction using MathXL. The textbook provides basic definitions of terms, general strategies and properties, and examples. In addition to the instructor, student assistants will be available in the class to help students. Students begin by taking a “diagnostic” test to determine their area of mastery and areas that need to be worked on within each chapter of that course. They will meet individually with the instructor to review the diagnostic test results and to develop their course plan. This course plan is customized for each student and it delineates the section assignments, chapter reviews, and unit tests the student needs to work on to receive credit and a passing grade for the course. The students will be using the text, satisfying the same student learning outcomes, taking the same tests and final exams, and held to the same standards or level of mastery as any other student enrolled in the same course. Upon completing all the work outlined in their course plan, the student will receive credit and an appropriate grade for the course (Math 20, Math 22, Math 24, or Math 25). The student may decide to enroll in the next course if it within the allowable deadline sand continue as outlined above, or choose to wait until the start of the next semester to enroll in another class. If the student chooses to wait until the next semester to enroll in another math course, then the student is released from the completed class. Students transferring to this Multi-level class upon a referral by their instructor, have the option to transfer their chapter test scores taken in their original class or to retake their earlier tests.

Learning Resources and Materials


Disabilities Accommodation

If you have a physical sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help your succeed in this class. Ann Lemke can be reached at (808) 235-7448, lemke@hawaii.edu, or you may stop by Hale ‘Akoakoa 213 for more information.
Student Learning Outcomes

Student learning outcomes for math 20, 22, 24, or 25 can be found in the course catalog. Electronic copy of the catalog can be found at windward Community College’s website.

Grades

Letter grades will be assigned based on the following scale:
A ⇒ 90% ↑; B ⇒ 80% ↑; C ⇒ 70% ↑; D ⇒ 60% ↑; F ⇒ below 60%;
Other Grade options include CR, NC, W, I, and N. "The 'N' grade indicates that the student has worked conscientiously, attended regularly, finished all work, fulfilled course responsibilities, and has made measurable progress. However, either the student has not achieved the minimal student learning objectives and is not yet prepared to succeed at the next level, or the student has made consistent progress in the class but is unable to complete the class due to extenuating circumstances, such as major health, personal or family emergencies." If you would like to request for N grade in this class, you must provide a formal letter of request to me no later than the time of final examination addressing how you have met the criteria for N grade. Then I will make a decision on whether or not you qualify for the N grade. Definitions of all other letter grades are described in the WCC catalog

Exams/Quizzes

Math 20:
1. Tests – Chap 1, 2, 3
2. Quizzes – Chap 4, 6, 7
3. Cumulative Final Exam
Math 22
1. Tests
   a. Exam 1 – Chap 4
   b. Exam 2 – Chap 6
   c. Exam 3 – Chap 7
   d. Exam 4 – Chap. 8
2. Cumulative Final Exam
Math 24
1. Tests – Chap 1, 2, 3, 4
2. Cumulative Final Exam
Math 25
1. Tests – Chap 5, 6, 7, 8, 9/3
2. Cumulative Final Exam

Department Policies for Math Courses under 100

1. To pass this course, each student must score at least 70% of the total points on each unit exam and at least 60% on the final exam. Until these minimums are met, grades of A, B, C, D or CR cannot be assigned. In other words, if a student does not meet the two criteria above, they must obtain the F grade for the course, unless they are qualified for a N or NC grade.
2. Because of minimum competencies, retesting is provided. Students may retake every unit exam to either meet the 70% minimum or to improve their grade if the minimum was already achieved in the in-class version of the exam (first attempt). Only one retest per unit is allowed without penalty if done by the specified deadline, with exceptions at the discretion of the instructor. Final exam can only be retaken if you scored below 60%.

### Additional Information

**Attendance:** All students are expected to be on time and stay until the end. If you are absent from the class, it is your responsibility to check on announcements made while you were absent. You are only allowed two unexcused absents in this multilevel course. If you stop attending this class for any reason, it is your responsibility to drop it. For important deadlines consult the schedule of courses.

**Plagiarism:** Plagiarism, or copying and use of another's work without proper acknowledgment, is not permitted. A student caught cheating, may result in failing grade for the course.

**Important Info:** Please check your WCC e-mail account frequently for important announcements. Note this syllabus is subject to change in extenuating circumstances. For additional academic information refer to WCC website [www.windward.hawaii.edu](http://www.windward.hawaii.edu) or go to [www.hawaii.edu](http://www.hawaii.edu) for system wide information.

**Make-up Work:** There is no make-up for any quizzes, exams, in-class activity, and graded assignments that you missed due to an unexcused absent. If you must be absent on an exam day, notify the instructor at least one hour prior to the exam. E-mail is the preferred method of communication.

**Note:** It is highly recommended that you free up some time outside of the class time to study for the course and work on homework assignments.

**Help:** Your instructor and in-class tutor are your primary human resource for help when you are lost or having trouble. Seek help immediately if you are encountering problems even after reading and re-reading the text section(s) and working on the online work from our study plan. See the instructor during class, office hours, make an appointment, email or call. Don’t wait until it’s too long to get help!! The Math Lab (located in Manaopono 113) tutor is also available for drop-in assistance on the course material.

**Homework:** All homework assignments will become available online at [www.mathxl.com](http://www.mathxl.com). To access the homework, you must first register at this website using the steps described on the MathXL handout. After taking a diagnostic test on a chapter, a study plan will be generated for you to work on. When you finish with the study plan, you will be ready to take the chapter test or quiz. The software has various built in help but to receive additional help on the homework simply come to my office during office hours or make an appointment for consultation. You can utilize the math lab, located in Manaopono 113, to get additional help on the homework.
Welcome Students!  

**MathXL** is an interactive website where you can:
- Study more efficiently with a personalized study plan and exercises that match your book.
- Get help when YOU need it. MathXL includes multimedia learning aids, like videos and animations.

**Before You Begin:**

To register for MathXL you will need:
- A MathXL student access code (packaged with your new text, standalone at your bookstore, or available for purchase with a major credit card at [www.mathxl.com](http://www.mathxl.com))
- Your school's zip code: 96744
- A valid email address

*In addition, your instructor may provide you with a Course ID to “enroll:”*
- Course ID: This information can be found on the first page of your syllabus.

**Student Registration:**
- Go to [http://www.mathxl.com](http://www.mathxl.com) and click the Register button under “First Time User?” If you need to purchase access, click “Buy Now” and follow those screen to buy access and register.
- Read the License Agreement and Privacy Policy and click “I Accept.”
- On the Access Information Screen, you’ll be asked whether you already have a Pearson Education Account. Click:
  - “YES” if you have registered for other Pearson online products and already have a login name and password. Boxes will appear for you to enter your existing login information.
  - “NO” if this is the first time you have registered for a Pearson online product. Boxes will appear for you to create your login name and password.
  - “NOT SURE” if you want to check for a pre-existing account and receive an email with your login name and password.
- Type in your Access Code in the fields provided (one “word” per field) and click Next.
- Simply follow the registration screens and enter your information as prompted. You will enter your name, email address, school information and provide a security question/answer to ensure the privacy of your account.

Once your registration is complete, you will see a Confirmation screen (this information will also be emailed to you). Now that you have registered, click Log In button to continue to enroll in your instructor's course gradebook.

**Logging In:**
- Go to [www.mathxl.com](http://www.mathxl.com), enter the login name and password you just created, and click Log In.
- Click the Enter MathXL button.
- The first time you log in to MathXL, you have the option of either enrolling in your instructor's course or studying on your own:
  - *If your instructor has set up a course for you,* select "I am taking a course that is using MathXL and need to enroll in my instructor’s course" and then enter your Course ID in the fields provided.
  - *If your instructor has not set up a course,* select "I am studying on my own" and then choose your textbook by browsing all available titles or searching by Author. **NOTE:** You will always have the option to “Enroll in a new course” in case you receive the Course ID from your instructor later.
- Click the Enroll button.
- Run the Browser Check or Installation Wizard to install any plug-ins or players your computer needs to run MathXL. After completing the installation process, and close the wizard you will be on your course home page!

**Need help?**
Contact Product Support at [http://www.mathxl.com/support/contactus.htm](http://www.mathxl.com/support/contactus.htm) for live CHAT, email or phone support.
If at any time you forget your login name or password, go to www.mathxl.com and click “Forgot login name/password” to have it emailed to you!