

Ralph Carr
MATH 070: BASIC MATHEMATICAL SKILLS
STUDY GUIDE
Fall 2009
MATH SKILLS CENTER
Centennial Hall 224C 308-2256

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<http://www.stcloudstate.edu/rwcarr>
or <http://www.stcloudstate.edu/mathskills>

HOURS: Monday-Thursday: 8:30 AM – 8:00 PM Friday: 9:00 AM – 3:00 PM
Office Hours: M: 11-12 & 1-2, T: 9-11, W: 9-10 & 1-2, R: 9-11, F: 9-10 & 11-12

Course credits apply towards financial aid requirements and GPA, but do not count towards graduation credits. Math 070 is a prerequisite course for Math 193, Math 072 or Stat 193.

SERVICES

- **TUTORING:** Tutors are available for individual help at the Math Skills Center during regular hours of operation.
- **LECTURES:** Courses meet on Monday, Wednesday, Friday or Tuesday, Thursday.
- **ADVISING:** Your class Instructor and the Math Skills Center will help you develop study strategies and keep a record of your progress.
- **WEB SITE:** Course calendars, syllabi, assignments and practice exercises are available at the Math Skills Center web sit: www.stcloudstate.edu/mathskills/. Group Projects and other information are presented in pdf format.
- **PRACTICE SOFTWARE:** Available on the computers in the MSC lab CH 224.
- **CD-ROMS:** The text material is available in CD-ROM format. Check at the Math Skills Center office.
- **MathXL:** This online software will be used for graded assignments and quizzes.
- **COMPUTER LAB:** Computers for student use are located in CH 224, or other open labs on campus.

TEXT

Your text is **Prealgebra & Introductory Algebra Authors Bittinger/Ellenbogen** by Pearson Custom publishing. You will need a calculator, which does not convert between decimals and fractions, scientific and graphing calculators will not be allowed. A ruler and protractor will be useful. Register for MathXL at www.MathXL.com. Purchase of a one-year subscription may be made online using a credit card.

GOALS

The primary goal of Math 070 is to prepare you for success in beginning college-level math courses, particularly for Math 193. This includes mastering the required basic mathematical skills and developing successful study habits. Besides learning to read a math text (it is similar to studying a foreign language), you need to develop self-discipline for studying math every day. The nature of Mathematics is such that you must take it in small bites— avoid trying to cram large blocks of material at one time.

ATTENDANCE REQUIREMENTS

- **LECTURES:** Lecture sessions meet 150 minutes per week. Attendance at these sessions is **mandatory**. During class time your instructor will relay important announcements, record your progress, take attendance, address key concepts and answer questions through group work and lecture. If you are unable to attend a lecture at your assigned time, you may make up your absence by attending an alternate section that week with your instructor's permission.
- **ATTENDANCE:** We recommend that you devote at least 12–15 hours per week to studying the course material. You must spend at least 100 minutes in the Math Skills Center (CH 224) each week. This may include time studying, getting help from tutors, working on Mathxl or other related math activities while in the Math Skills Center. Use the login computer to sign in and to sign out each time you use the Math Skills Center. This will be used to report your time in the MSC.
- **TIME/ATTENDANCE BONUS POINTS:** One extra credit point is awarded each week for meeting the 100 minute time requirement (regardless of the length of the week) and one extra credit point is awarded for attending all classes scheduled for the week.

TESTS

The schedule for the four unit examinations (100 points each) and for the final examination (150 points) is given on the course Calendar. Your exam will be given during your scheduled class time. Bring a picture ID, a pencil and your calculator to your testing location. Each unit test lasts 50 minutes; the final exam has a 100-minute time limit. Requests for taking a test other than at your scheduled time must be submitted to your instructor or the Director before the scheduled test time. Exams are approximately 75% multiple-choice questions and 25% “show your work” problems.

CLASS FORMAT & ASSIGNMENTS

The textbook and class sessions are based on cooperative learning (group work). Text sections and reading assignments for this course are given on the course Calendar. Read the assigned section before coming to class. During the assigned class meeting we will discuss key concepts and work on selected exercises in a group setting. Students are encouraged to participate in the discussion and respond to inquiries posed to the class; active participation will strengthen your comprehension and use this time as an opportunity to develop your critical thinking skills. Do not rely upon rote memorization. **Daily assignment points will be given and CANNOT be made up. Each is worth 5 points and I will drop the three lowest assignment scores at the end of the semester.**

Those exercises not covered in class are the responsibility of the student to complete outside of class. After you have solved a problem, check your work with the solution in the back of your text. If your answer is incorrect, determine your error. If needed, ask a tutor for assistance or discuss your strategy with your group. By the time you complete a section assignment, you should be able to correctly work similar problems without looking at examples or the answer key. Moreover you should know how the completed section’s problems are similar to and different from other section’s problems you have worked. Completing the section assignments on schedule is essential for success in this course. The unit review assignments listed should be approached as practice tests.

The solutions presented in Group Projects, quizzes and tests must be correct, carefully organized, neatly presented and have all steps clearly shown. Individual projects will not be accepted.

The Gateway Fraction Exam on MathXL must be passed with a score of 80% or better by the drop deadline, October 14, for the possibility to receive an A or B in the course.

COURSE GRADE

Your total score on the four unit exams, the final examination, the group projects, the quizzes, the MathXL assignments and bonus points will determine your grade for the course.

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|---------------------------------------|-------------------|--|
| Unit exams (100 points each) | 400 points | Course grades are assigned as follows: |
| Final exam (comprehensive) | 150 points | |
| MathXL assignments/quizzes/group work | <u>250 points</u> | |
| Total possible | 800 points | |
| | | A: 720 - 800 points |
| | | B: 640 - 719 points |
| | | C: 560 - 639 points |
| | | D: 480 - 559 points |
| | | F: 0 - 479 points |

(Total possible bonus points: ~30 points)

COMMENTS

The faculty and tutors of the Math Skills Center are dedicated to providing you the opportunities for success in studying mathematics. It is up to you to make good use of these opportunities. Our goal is to help you prepare for studying college level mathematics by mastering basic mathematical skills, developing effective study habits and achieving the confidence level needed for success. If you encounter difficulties, consult with your class instructor and/or the Director of the Math Skills Center as soon as possible. We will work with you to arrive at a resolution.

The operations at the Math Skills Center are based on your being an *active student* that takes responsibility for learning and is committed to achieving success. We look forward to working with you.

The Math Skills Center reserves the right to amend this guide as necessary.