Math 00020-24 005 Basic Algebra 0-IV Spring 16

INSTRUCTOR: Mary Kellermann
COURSE: 00020-24 - 002 Basic Algebra I-IV H1: 1/19/2016 to 3/09/2016
CRN: 19017, 19079, 19140,19198 (respectively) H2: 3/10/2016 to 5/08/2016
MW 12:05-1:45pm Library Second Floor Room 210 (Math Emporium)

OFFICE: MSB 339 or Math Emporium ***(Please let me know in advance.)***
E-mail address: kellerma@math.kent.edu
Office hours: 12-2 pm Tues & Thurs, 2-3pm Wed

TEXT: Electronic version of the text is in ALEKS. For courses 00020-23 students can highlight the text and take notes within ALEKS. For 00024 students can still view the text but need to use paper and pencil to take notes. Otherwise all five courses will have written step by step explanations.

VIDEOS: After you do the initial assessment, click on pie, begin a problem, then hit explain (as needed), then to the right locate eBook, and then below that click on ***supplemental resources*** to access videos. Another way: Go to your pie, select eBook tab, select media tab, and then select lecture. See Help Icon on Emporium computers for more information. You must supply you own ear buds at the Emporium lab.

COURSE DESCRIPTION: Pre-Algebra and Basic Algebra are a sequence of five 2-credit courses designed to prepare students for college level mathematics and science courses. Each course in the sequence lasts for 7.5 weeks, allowing students to complete a maximum of two courses during a semester. Students may complete these courses at a faster rate, however. They are placed into one of the courses and proceed until they have completed the sequence required by their major.

Students in **Pre-Algebra**, **Basic Algebra I, II, III, or IV** who earn a final grade of **C (73%) or better** may progress to the next course. Students who earn C-, D, D+, F, NF, SF or W must repeat the course before progressing. Recalculation of grade point average will apply according to the provisions listed in the Undergraduate Catalog.

LEARNING OUTCOMES: see first four pages at:
Learning Outcomes

ATTENDANCE POLICY: Regular attendance in the Emporium is necessary and expected. Class will begin and end promptly. Attendance is reported "from the college" and "total hours." when you log into ALEKS. See your totals using the ***"Report"*** link at the upper right hand corner. Attendance will be taken at the beginning and at the end of every class period. To count you need to be in class the entire period. If you arrive late or leave early see grading policy.

You are expected to log **at least 20 in class ALEKS hours at the Math Emporium** (second floor University Library room 210) having a total of 30 – 40 hours unless you finish the course early. This means you will work at least 3 ***additional hours*** at home per week. See grading policy. You may make up hours at the Emporium outside of class time (see instructor).

Spring Emporium Hours with tutors :
9:55 am – 7:00 pm tutors: Mon – Thurs, Tutors: 11 am – 6:00 pm: Fri, Open tables but no tutors Sat and Tutors: 3:00 – 7:00pm: Sun. Emporium is open when the library is open.

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IMPORTANT DATES: ***Last day to add*** 1/21/2016. ***Last day to drop*** *1/24/2016*
Last day to withdraw 2/19/2016
H2: add3/12/16 drop3/16/16 withdraw4/16/2016

See Fall Important Dates link to Registrar

Bring ID, no calculator, no cell calculator; bring paper and no cell phone on desk.
Assessment Schedule (2 day M W sessions)
Day 1: Wed Jan 20 ***initial assessment*** **- all students**
Day 4: Mon Feb 1: ***assessment 1***
Day 7: Wed Feb 10: ***Midterm 1***
Day 11: Wed Feb 24: ***Midterm 2*** **(comprehensive)**
Day 13: Thurs – Sun ***take home practice final*** **Starts Mar 3 ends midnight Mar 6. Required.**
Day 14: Mon Mar 7 ***First Attempt Final Comprehensive Assessment***
Day 15: Wed Mar 9 ***Last Attempt Final Comprehensive Assessment***

Note: All other days and important date days' students will work in class on ALEKS for the entire period of 100 minutes, leaving early and arriving late results in penalties. See grading Policy.

In general, Wed Mar 9 ends H1 session. The new H2 session starts Thurs Mar 10 2016. See your printable schedule. Advisors might be at the emporium Mar 8, 9, 10 to assist in scheduling.

COURSE REQUIREMENTS:

Initial Assessment: All students take this assessment during their first ALEKS session at the Emporium in a course. After completion, ALEKS will generate a pie chart of topics. The pie chart indicates topics already understood and topics still to be learned. The average time to complete this 25- 35 question assessment is 90 minutes. Students need to bring a photo ID to the first class. No notes or electronic devices are allowed.

Progress through the course: After the initial assessment, students work in ALEKS to learn new topics. All students are expected to attend their scheduled Emporium sessions and to work regularly out of class. Help is always available from the ALEKS explanations and the e-book.

In the Emporium, the instructor and several assistants are ready to help you whenever you ask (except during assessments.) It is important to space out your learning – cramming does not work. It is always good to use the Review button when you start a new ALEKS session. This allows you to practice topics you have been working on and helps you remember them later.

For Math 00020-22: - students are expected to add at least 20 topics to their pie each week.
For Math 00023-24: - students are expected to add at least 25 topics to their pie each week.

All students are expected to work at least 6 hours a week in ALEKS. See Grading Policy.
If you are regularly learning fewer than 2 topics an hour, you should consult with your instructor.
If you are learning more than 6 topics an hour, you may be going too fast to remember the topics well.

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Progress Assessments: After every 5 hrs and 20 topics learned or 10 hrs of ALEKS, a progress assessment automatically occurs. Progress assessments check to see that you have completely learned the topics you have been working on since your last assessment and probe to see whether you have remembered something extra. Your pie is redrawn after each progress assessment to include all topics confirmed as learned. Time varies from 25 to 75 minutes. It should not take longer than the initial assessment. **Notes and electronic devices other than what is provided in the ALEKS software are not permitted during assessments.** ***Use of such aids during a progress assessment will not help your final grade and will hurt your later progress in the course.***

Final Assessment: Can be taken early if you learn 100% of the topics. See instructions below to finish the course early. Average time to complete this assessment is 90 minutes. The assessment has at most 35 questions and will normally be given for the first time at the end of the last week. If you are not satisfied with the score, you may retake the assessment the last day of class after working at least 5 more hours in ALEKS or improving the pie by at least 10 topics.

All students must take the comprehensive final assessment by the *end of the class date*. All students must take the comprehensive final assessment with ***their own instructor***. Photo ID is required. No notes or cell phones are permitted. Get paper from instructor or assistants.

ALEKS redraws the pie chart after each assessment. The **blue bar** indicates the percentage of topics confirmed as mastered at that time in the course. The **green bar** indicates topics provisionally mastered in learning mode. You may click on the" **Report**" link to view results. **Assessments** can convert topics mastered in the green bar to course mastery in the blue bar. (The **yellow bar** indicated topics to be learned and mastered.)

Note that the assessments are adaptive. Questions are selected on the basis of answers to the previous questions. The score on an assessment is NOT the percentage of questions answered correctly; it measures the percentage of topics mastered in the whole course. Accordingly, you should expect questions on topics you have not learned as well as on topics you have learned. The "I don't know" response ***should only be selected if you have not learned the topic and can do no more than guess the answer.***

FINISHING THE COURSE EARLY: To progress to the next course early, you must master 100% of the topics and score at least 80% on the comprehensive final assessment. Students who wish to improve their final assessment score may work on the pie and retake the assessment. Students who score below 80% may repeat topics and retake the comprehensive final assessment after logging at least 5 more hours in ALEKS. If you plan to take the assessment early, please notify your instructor via flashline email.

ALEKS REGISTRATION: ***See course code found on My Course, Files at Flashline or Email***

ALEKS will be accessed through Flashline. See student help icon for help documents at the emporium computers or at: http://www.math.kent.edu/~kellerma/studenthelp/

If **Flashline** is down please use this alternative site:
https://solutions.kent.edu/aleks/Login.aspx?redirect=courses

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GRADING POLICY for regular finishers: Read Carefully.
The final assessment is the ALEKS comprehensive final assessment. For students who score less than 73% on the comprehensive final assessment, that score will determine the course grade.

ATTENDING and TAKING the ASSIGNED ASSESSMENTS can RAISE your grade at most 3% after you score 73% on the final assessment or can LOWER your grade at most 3% after you score 73% on the final assessment.

HOW are the points added or subtracted to your score of 73% or higher?

a) ***Great Attendance***: at least 20 hrs in class (perfect at least 25 hrs) receive plus 1 % !
If not, receive minus 1% each day missed or leave early (subtract at most 3%) See instructor on how to redeem yourself!
b) ***Perfect Assignments: 4*** assigned assessments (exclude initial and two finals) receive plus 1%!
If not, receive minus 1% for a missed assignment. (Subtract at most 3%.) (No redemption here!)
c) ***Total hours at least 35 hours*** receive plus 1 % otherwise add 0% - approximately over 35 hrs includes the assessments

Only university excuses are allowed such as: 1) death of immediate family member, 2) your own sickness-medical doctor excuse required, 3) University approved event or 4) religious observance.

See University Attendance/Absence Policy: http://www.kent.edu/policyreg/administrative-policy-regarding-class-attendance-and-class-absence

All other excuses are INVALID.

GRADING SCALE: A: 93-100 % A-: 90-92% B+: 87-89 % B: 83-86% B-: 80-82% C+: 77-79%
C: 73-76% C-: 70-72% D+: 67-69 % D: 60-66% F: 0 - 59%

To progress to the next course after any Pre-Algebra or Basic Algebra Course, the student must earn a C, and so must score at least 73% on the comprehensive final assessment plus additional points to be added by the end of the course. See above grading policy.

Note: you might not pass the course if you receive 73% on the final assessment.

ELECTRONIC DEVICES: In Pre-Algebra or Basic Algebra 0-IV, calculators will not be used for arithmetic topics. ALEKS determines the extent to which calculators may be used. Use of other electronic devices outside to help answer the ALEKS questions will make it difficult to be successful on the comprehensive final assessment. Please put all cell phones away during class and leave phone on SILENT.

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REGISTRATION STATEMENT:
The official registration deadline for this course is 1/21/2016. H2: 3/12/16
University policy requires all students to be officially registered in each class they are attending. Students who are not officially registered for a course by published deadlines should not be attending classes and will not receive credit or a grade for the course. Each student must confirm enrollment by checking his/her class schedule (using Student Tools in FlashLine) prior to the deadline indicated. Registration errors must be corrected prior to the deadline.

CHEATING AND PLAGIARISM: University policy 3342-3-01.8 deals with the problem of academic dishonesty, cheating, and plagiarism. If you have any questions, please read the policy at and/or ask.
http://www.kent.edu/policyreg/administrative-policy-regarding-student-cheating-and-plagiarism

STUDENTS WITH DISABILITIES:
University policy 3342-3-18 requires that students with disabilities be provided reasonable accommodations to ensure their equal access to course content. If you have a documented disability and require accommodations, please contact the instructor at the beginning of the semester to make arrangements for necessary classroom adjustments. Please note, you must first verify your eligibility for these through Student Accessibility Services (contact 330-672-3391 or visit http://www.kent.edu/sas for more information on registration procedures).

TUTORING LINK- http://www.kent.edu/asc

Tutoring Flyer is posted on Flashline, My Courses and at the help icon of the Emporium computers.