Math 33 - 0324  
Extended Elementary Algebra (Part I)  
Spring 2010

Instructor: Kaysa Laureano  
E-mail: klaureano@elcamino.edu  
Website: http://www.elcamino.edu/faculty/klaureano

Office Hours: Monday and Wednesday (12:30pm - 1:30pm)  
Tuesday and Thursday (11:00 am - 12:30 pm)

Office Location: MCS 104A  
Office Phone Number: 310.660.3593, ext 5203

Class Time: Monday, Wednesday, and Friday (10:30am - 11:45am)  
Location: MCS 208  
Textbook: Elementary Algebra; by Ron Larson (5th edition)

Course Description:  
This is the first in the two-course Extended Elementary Algebra sequence, which begins at  
a slower pace than elementary algebra. Students examine the connections between the  
order of operations on real numbers and the elementary algebraic ideas of variables,  
expressions and equations. Students explore the four fundamental representations of  
relations between two variables: verbal, algebraic, graphical and numerical. Linear relations  
serve as the primary example, but students also study quadratic relations. Students are  
expected to master basic numeric and algebraic manipulation skills, including combining like  
terms, expanding products and elementary factoring.

Course Objectives  
The objectives for this course are:

1) Use the properties of the real numbers, including the order of operations, to evaluate,  
simplify and factor algebraic expressions.  
2) Solve linear equations and inequalities.  
3) Solve quadratic equations by factoring.  
4) Set up and solve application problems using linear equations and inequalities.  
5) Graph linear equations by plotting points or by using intercepts and the slope.  
6) Starting with a linear model in tabular, graphical or symbolic form, translate the model  
into the other forms.
SLO Statements
Upon completing this course, a student will be able to:

1) Simplify arithmetic expressions on real numbers and simplify algebraic expressions.
2) Evaluate algebraic expressions and formulas.
3) Solve 2-Step linear equations involving real numbers, Multi-Step linear equations involving integers, and quadratic equations by factoring.
4) Solve application problems
5) Plot points and graph lines on the rectangular coordinate system.
6) Use a calculator to evaluate or check, simplified expressions and solutions to equations.

Homework
Success in any math class is dependent upon completing (and understanding!!) all the assignments. If you don’t do homework regularly you most probably will not do well in the class. In general, it is expected that students will spend a minimum of 2 hours outside of class for each hour spent in class. Spending more time on problem solving and helping other students is the best way to achieve success.

Due dates will be given in class. Please keep track of these dates!! Assignment problems will include problems that I have selected from your book and SOME ASSIGNMENTS will also include other problems that I will provide in a separate hand out. Please include complete and NEAT solutions to receive any points. Credit will not be given for answers without solutions.

LATE HOMEWORK WILL NOT BE ACCEPTED!!!!!!!!!!!!!

Class work/ Group work:
This class is not a traditional lectured class. Classes will include lectures and group work where you are expected to work with your peers.

Class work activities assignments will be assigned almost every day we meet (except on exam days) and COLLECTED. I encourage you to work in groups and ask your group and your instructor questions.

Class work is to be done in CLASS
Class work turned in the next day will receive NO POINTS.
Exams
You will be given 4 exams and a CUMULATIVE Final Exams. The following are tentative dates. Keep in mind that these dates may change.
Exam 1 - Friday, March 12, 2010
Exam 2 - Friday, April 9, 2010
Exam 3 - Friday, May 7, 2010
Exam 4 - Friday, June 4, 2010

NO MAKE UP EXAMS WILL BE GIVEN!!!!!!

Final Exam will be given in TWO parts
   Part I: Wednesday, June 9, 2010
   Part II: Friday, June 11, 2010

Make-up:
Work missed for an unavoidable cause (death, illness, etc..) may be made up with my approval. Please make every effort to contact me as soon as possible when you know you will miss a class due to an emergency; do not wait until the next class to ask about being excused from an assignment. After an absence, it is the responsibility of the student to check with the instructor regarding the completing of missed assignments.

   If you miss an exam, your final exam score will replace it.
   This will only be done ONCE!!

Class Policy:
• Be prepared to work.
   ♦ In other words, please bring a pencil or pen with paper to take notes in class.
   ♦ On EXAM DAYS, please bring all necessary material, (pencil, eraser ...). You will not be allowed to share materials during exams.
• Do not talk unnecessarily in class, BUT do ask questions and participate in discussion.
• Please PUT AWAY ALL CELL PHONES!!!!
• DO NOT make phone calls in the classroom. YES .... Even if I'm not lecturing. Step outside the classroom to make important calls.
• Cell Phones: A word about cell phones. I expect you to be in attendance mentally and physically during class. Cell phones being answered are a disruption to the people answering and everyone around them. I will ask you to turn them off for class time. If you choose to answer (either by voice or by text) a cell phone during class time (even if you take it out into the hallway), I will assume you did so because it is an emergency and you will not be coming back to class. Please take all your belongings with you when you answer the phone and do not come back to class. Once you have decided to take a cell phone call in the middle of class you are not welcome back to class for the remainder of that day.
Attendance:
Regular attendance is essential for success in this class and is a requirement to remain enrolled. Any student absent three or more meetings may be dropped from the class with a grade of "W" or "F". Failing to return to class after a break constitutes an absence.

If you stop attending class or wish to drop the class, you must drop the class yourself officially by phone, internet or through the office of Admissions and Records. Failure to do so may result in a grade of “F” in the class. Please take note of important dates.

Students are responsible for all announcements and activities done in class regardless of their presence. It is a good idea to exchange phone numbers with a few trusted fellow classmates in case you are absent from class.

Academic Honesty Policy
Academic dishonesty or cheating is defined as an intentional act of fraud in which a student seeks to claim credit for the work or efforts of another without authorization. This includes assisting other students in acts of dishonesty or coercing student into acts of dishonesty, whether it is in coursework or on exams. There is absolutely NO tolerance for cheating in this class. Any student caught cheating or assisting another student in the act of cheating, will receive an “F” in the assignment and a report will be filed.

Academic accommodation statement
A student with a disability, who would like to request an academic accommodation, is responsible for identifying herself/himself to the instructor and to the Special Resource Center. To make arrangements for academic accommodations, contact (310) 660-3445 (TTD); (310) 660-3296 (Voice)

Grades:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework - 10%</td>
<td>100 - 90</td>
<td>A</td>
</tr>
<tr>
<td>Class-Work - 5%</td>
<td>89 - 80</td>
<td>B</td>
</tr>
<tr>
<td>Exam 1 - 15%</td>
<td>79 - 70</td>
<td>C</td>
</tr>
<tr>
<td>Exam 2 - 15%</td>
<td>69 - 60</td>
<td>D</td>
</tr>
<tr>
<td>Exam 3 - 15%</td>
<td>59 and below</td>
<td>F</td>
</tr>
<tr>
<td>Exam 4 - 15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Exam - 25%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
To be successful in any mathematics class you take:

1. **Attend class on a regular basis.** Statistics prove that those students who attend class regularly from the first day have much greater success since learning mathematics is a step by step process. Every time you miss class, you are missing vital information which will make it difficult to grasp later mathematical concepts.

2. **Be involved in the class.** Math is not a spectator sport! Be an active listener, take good notes and write down key examples which are being presented. Ask questions when you are unclear about mathematical ideas.

3. **Preview new material.** Before going to class, take some time to look over the section your instructor is going to explain the next day. This will help you have some idea which is to come and allow you to consider possible questions you may wish to raise in class.

4. **Take time to do your homework and do it on time.** Mathematics can be a lot of fun when you understand what is being explained. When you are not keeping up with the class, it becomes more difficult to follow the instructor’s explanation and to read the book.

5. **Make friends in class.** Classmates can make great study partners, take notes for you when you must be absent, and encourage you when you experience difficulty. In fact, studies have demonstrated that those people who work together to learn mathematics have a higher success rate.

6. **Seek assistance.** Sometimes, even when you attend class regularly, take careful notes, study your textbook and do all your homework, you still find that you do not understand certain concepts. If this happens, make an appointment to get help from your instructor during office hours. If a math lab is available, find out what tutoring services are available. Sometimes a different approach from a tutor or instructional assistant can help clarify any difficulties you might be having. In addition to tutoring, a math lab may have computer software or videotapes which explain the material you are studying.

7. **Be neat, accurate and well organized.** You should always attempt to do quality work on all exercises.

8. **Persevere.** An interesting characteristic of learning mathematics is that at one moment you may feel totally confused, and then suddenly the light bulb goes on and you understand the material! Some mathematical concepts take time to digest and you might find that after a few days of working some of the exercises, they finally start to make sense.

9. **Prepare for your exams.** In math courses, you show proficiency by taking exams. Study for exams by reviewing your class notes, examples in the textbook, chapter reviews, practice tests, and especially review all the problems on the study guide which accompanies your text.

10. **Tell yourself what you have learned.** As you learn new concepts, point out to yourself what you have learned so that your confidence in your mathematical ability will increase. Each mathematical concept you understand becomes another tool that you can use.

Here is a useful website with lots of suggestions on how to be a successful student. It has info on how to take notes, how to study, how to remember things. A lot of ways to be a successful student.

http://www.studygs.net/index.htm