INSTRUCTOR:
Name: Thomas Greilick  
E-mail: greilick.thomas@spcollege.edu  
Office Phone: 727-791-2700  
Office Hours/Instructor Availability: one half hour before class and by appointment  
Office Location: NM111  
Instructor Web Page: http://www.spcollege.edu/instructors/id/greilick.thomas

ACADEMIC DEPARTMENT:
The Dean and Academic Chair/Program Director are available to answer questions about math-related academic requirements. Concerns or issues specifically related to this class should first be discussed with the instructor before contacting the Dean or Academic Chair/Program Director for assistance.

Academic Chair/Program Director: Dr. Joy Moore  
Office Location: NM112  
Office Phone: 727-791-2542

Dean: Jimmy Chang  
Office Location: SP/G 215B  
Office Phone: 727-341-4305

COURSE INFORMATION:
Course Description: This is the first course in the college-preparatory two-course sequence (MAT 0018 and MAT 0028) designed to prepare students for college-level mathematics courses. This course is a study of the basic skills and concepts of pre-algebra from the point of view of the college student who needs an understanding of pre-algebra. Major topics include operations with integers, fractions, decimals, percents, geometric figures and their measures (including application problems), and other pre-algebra topics. A minimum course grade average of C (minimum 70% accuracy) is required for successful completion. This course does not apply toward mathematics requirements in general education or toward any associate degree.

Prerequisite: Appropriate score on the SPC mathematics placement test.

REQUIRED TEXTBOOK & OTHER RESOURCE INFORMATION:
ALEKS Course Code: ALEKS Financial Aid Access Code:
Bookstore: http://spcollege.bncollege.com  
ISBN Number: 9780077772871
Recommended Additional Materials/Supplies:

Academic Support provides resources such as tutoring, computer help, workshops, group study, and more! Please visit http://www.spcollege.edu/support to discover their hours and tutor schedules for this academic term.

SmarThinking is an online tutoring resource that can be accessed from your ANGEL home page.

ANGEL will be used in every section of this course and will house information about this course and links to other resources such as ALEKS.

Library: http://www.spcollege.edu/central/libonline/  
Resource Guide: http://www.spcollege.edu/resourceguide/  
Academic Honesty: http://www.spcollege.edu/AcademicHonesty/  
Syllabus Addendum: http://www.spcollege.edu/addendum/index.php

MEETING INFORMATION:
Class Number: 5038  
Course Location: NM103  
Meeting Days: Saturday  
Class Times: 8:30 – 11:20 AM
IMPORTANT DATES:

Course Dates: August 22, 2015 – December 5, 2015
Last Day to Drop and Receive Refund: August 28, 2015
Last Day to Withdraw and receive a letter grade of “W”: October 20, 2015 (60% point)
Financial Aid: http://www.spcollege.edu/getfunds/

DISCIPLINE-SPECIFIC INFORMATION:

Calculator Use: One goal of this course is to develop and/or improve your computational skills in the real number system. As a result, calculators will NOT be used in this course.

Study Skills: MAT 0018 is a developmental mathematics course. Since this course is a prerequisite to MAT 0028 (Developmental Mathematics II) and any college-level mathematics course, you must master this material to do well in subsequent mathematics courses and in related courses. Success depends on the effort you invest in the course. Because the course builds on itself, you must attend all classes and focus on the course content and class activities. Ask questions in class and after class. Seek extra help from your instructor or the Learning Support Commons. Try to complete all assignments and monitor your own progress. Remember that the rule of thumb is to plan for a minimum of three hours of study outside of class for every hour spent in class. Do not let yourself fall behind. Stay on top of your game! You are learning material in 16 weeks that is normally taught in 36 weeks.

ATTENDANCE:

Students are expected to attend class regularly and on time. The college-wide attendance policy is also included in the Syllabus Addendum. These policies note that each instructor is to exercise professional judgment and define “active participation” (and therefore “attendance”) for each course, and publish that definition in each course syllabus. For this class, attendance is defined as not missing more than four classes for the entire semester and not more than two classes at the 60% point. being in class at 8:30 am and staying until 11:20 am and not missing more than one class for every five classes (20%). Active participation includes responding to Early Alerts, and completing all homework, quizzes and tests on time with a minimum average score of 70% and completing a minimum of 220 topics in the ALEKS pie by October 20th. Otherwise, he/she will be classified as not actively participating and will be administratively withdrawn from the class. Students that do not meet the active participation requirement will be withdrawn from the course with a failing grade.

STUDENT SURVEY OF INSTRUCTION:

The Student Survey of Instruction is administered in courses each semester. It is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement.

EARLY ALERT:

You are enrolled in a course where the Early Alert System is being used. This system allows the instructor to notify student support specialists of any issues that may affect your success as a SPC student. If you are contacted by a student support specialist then the two of you will be able to address your barriers to success. You will also be informed about campus and community resources available to you.

DISABILITY RESOURCES:

Disability Resources at SPC wants to help you succeed. If you have a documented disability or think that you may have learning or other disability and would like to request accommodations, please make an appointment with the Learning Specialist on the Clearwater Campus (791-2710) to complete the intake process and determine your eligibility for reasonable accommodations. If you would like more information, you can learn more about Disability Resources at www.spcollege.edu/dr

ELECTRONIC DEVICES:

The use of cell phones, MP3 players, iPod, tablets, laptops, and other electronic devices is a distraction. Please ensure that all devices are off (or in silent mode). Under no circumstance should any electronic device be used during any classroom assessment. If an emergency arises, please be courteous and leave quietly.
COURSE OVERVIEW:

You will be learning using a computer program called ALEKS rather than a traditional textbook and homework. ALEKS is a web-based, artificially intelligent assessment and learning system. ALEKS uses adaptive questioning to quickly and accurately determine exactly what you know and don’t know in the course, and then provides instruction on the topics you are most ready to learn.

* Everyone starts out with an initial assessment to determine what they already know and where they are best able to start learning new material.
* When you use ALEKS, you complete only the learning tasks that you need and not those somebody else needs. Everyone will have a different individual learning plan. You can go quickly through material that is easy for you and practice as much as you need to on the harder material.
* All your work is kept on the ALEKS servers, so you can access your account from any computer connected to the Internet. Computers are available in the Learning Support Commons and in the library. **You must be willing to work online during class and outside of class for a minimum of 8 hours per week.**
* This course is divided into 9 modules. Each module contains topics you must master to complete the course. After each module, there will be a test. If you complete the module early, you may take the test early and move on. It is possible to finish the course early.
* The ALEKS developmental math I course contains about 373 topics. Students who master these topics will have the foundation needed to be successful in future math classes and pass the final exam. You will demonstrate mastery through completing problems in the ALEKS program, taking periodic progress assessments, a midterm comprehensive assessment, and a final comprehensive assessment.

◆ If this computer based class does not match your learning style or personal situation, please talk to the instructor or math department about other options.

Initial Assessment
On the first day of class, we will register for ALEKS. Then you will view a tutorial and take an individual assessment to determine which topics you need to study. **Do the initial assessment carefully and honestly.** It will take about an hour. Use the calculator in ALEKS if needed and paper and pencil. I will go over your results with you when you finish. You do not need to have purchased your ALEKS code today in order to get started.

Pie Chart
The results of your assessment are shown in a color-keyed pie chart. Each slice of the pie chart relates to a particular area of math and is filled in with solid color to reflect your current mastery. Your goal is to fill in the slices of the pie chart. The dashed lines show the objectives for the module we are currently working on.

Learning Mode
Most of your time in ALEKS will be spent in Learning Mode, working practice problems. In most cases, you will solve only a few problems in order to establish your grasp of the concept. Every time you do a problem, ALEKS will give you immediate feedback on your answer. If you do not know how to do a problem, ALEKS will provide a complete worked out solution.

Periodic Assessments
As you make progress in ALEKS, you will be automatically reassessed at regular intervals to check retention and provide review as needed. You may lose material from your pie on automatic reassessments; this is completely normal. A review of the material should make sure you really understand it for future assessments.

Class Time
During class your instructor will provide one-on-one instruction and small group instruction for certain topics. If you are having problems, please be sure to ask to go over that topic. There will also be the opportunity to work in ALEKS during class.
GRADING:

GRADING RATIONALE:

Completing Topics on Time – Meeting ALEKS Pie Topic Objectives (10%)
You are required to complete each module in ALEKS by the due dates. Your grade (up to 100%) is the percentage of topics (including in learning mode) completed by the due date. All modules must be completed by the appropriate due dates. For the week in which they are assigned, assignments are due by Sunday at 11:59 p.m. (unless noted otherwise). Your grade is a percentage of the topics completed.

Percentage of ALEKS Pie Topics Completed (10%)
you are required to complete the entire pie by the end of the semester. Your grade (up to 100%) is the percentage of pie topics completed by the day before the final exam. Please see the minimum requirements below to track your progress.

Homework (10%)
Module topics will be offered as homework so that you can practice some of the harder material. If you miss class, you are responsible for checking and completing any homework that is assigned. If you do not complete the homework while it is available in ALEKS you will receive a zero.

Activities/Projects and/or quizzes (10%)
Active learning, particularly cooperative learning, is a very effective method for students to learn mathematics. Active learning will be accomplished using classroom activities and/or projects. Quizzes may be in Aleks or from the board. Quizzes will be given throughout the semester as practice for the unit tests. Please use the homework as a preparation for the quizzes and as many of the quiz questions will be taken from the homework. If a quiz is missed it will count as a zero and there are no make-ups on quizzes.

Tests (30%)
There will be 4(four) tests given throughout the semester. These are timed tests and will be completed in class in which you will have one attempt. You are expected to take these tests without the use of a book, notes or other help. Failure to take the tests by the due date will result in a zero for the test. There are no make ups given for missed assignments. Tests will usually be given in ALEKS, but may be given on paper or in MyCourses. If you miss a test, you will receive a zero.

Midterm Exam
There will be a no midterm exam.

Final Exam Review (5%)
There will be a comprehensive pencil/paper final exam review. This is required as preparation for the final and must be taken in class on the scheduled date. If you miss the exam review, you will receive a zero.

Final Exam (25%)
There will be a comprehensive pencil/paper final exam on the scheduled date. If you miss the exam, you will receive a zero.

Testing: To encourage students to make every effort to be present for all exams, no makeup exams will be allowed. Students are strongly encouraged to earn a grade of 70% or higher on each exam.

GRADING SCALE:
A 90% - 100%
B 80% - 89.9%
C 70% - 79.9%
F 0% - 69.9%

(A grade of “N” may be assigned to students who have completed the course and shown improvement, but did not pass.)
STUDENTS’ EXPECTATIONS AND INSTRUCTOR’S EXPECTATIONS:

INSTRUCTOR’S EXPECTATIONS OF STUDENTS:
Your participation in this course is critical for the learning process. You should: (1) come to class ready to engage in meaningful substantive discussion of the issues, (2) treat the opinions of others with respect and tolerance, (3) complete all assignments on time and with thoughtfulness, (4) practice academic honesty in all your work, (5) come to class on time (with cell phones off) and plan to remain for the entire class, and (6) contact the instructor promptly if there is an ongoing problem requiring special attention.

In college, students pay tuition for the privilege to sit in the classroom and participate in lecture and class discussion. Healthy and appropriate participation is a wonderful phenomenon, promoting a positive learning environment for all (an understandable expectation for both student and instructor). In contrast, sometimes individual students choose to disengage from normal class activity and consciously decide to engage in behavior which is distracting to, and negatively impacts other students; students who are trying to participate normally. These negative behaviors can originate from a multitude of poor choices and are inappropriate in higher education.

For example, various categories and models of personal electronics exist today – ranging from texting-enabled smart-phones, to music players with cameras and wireless Internet capability. Albeit this technology is fascinating, exciting, and personally entertaining, however, their use during class-time is ALWAYS distracting to the individual user’s classmates.

WHAT STUDENTS CAN EXPECT FROM INSTRUCTOR:
The instructor will establish and maintain, with your involvement and help, a safe, comfortable learning environment in which your opinions and thoughts are valued.

The instructor will make meaningful assignments designed to broaden your knowledge and help improve your ability to problem solve utilizing the critical thinking skills developed in the study of Mathematics.

The instructor will offer you total availability to address any concerns or issues that may interfere with the learning process inside or outside of the classroom.

You can expect that the instructor will keep the course moving at a reasonable pace in order to satisfy the stated learning objectives.

The instructor will respect your thoughts, opinions and questions regarding the concepts being studied in this course and will attempt – to the best of the instructor’s ability – to work with you in answering all your questions.

The instructor will supply fair, honest and timely evaluation of your progress in learning the concepts outlined in the objectives for this course.

SIGNATURE PAGE:
I have read, understand, and agree to abide fully by the parameters set in this syllabus and Syllabus Addendum. I will I will take the syllabus quiz until I get 100% as an electronic signature to this syllabus.

Student Signature:  Date:
**Tentative Course Schedule**
*Adjustments may be made due to differences in class meeting patterns, official college holidays, or instructor prerogative.

---

**ALEKS**

<table>
<thead>
<tr>
<th>Objective</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Module #1</td>
<td>08/30/2015</td>
</tr>
<tr>
<td>Module #2</td>
<td>09/06/2015</td>
</tr>
<tr>
<td>Test #1 (in class)</td>
<td>09/12/2015</td>
</tr>
<tr>
<td>Module #3</td>
<td>09/13/2015</td>
</tr>
<tr>
<td>Module #4</td>
<td>10/04/2015</td>
</tr>
<tr>
<td>Test #2 (in class)</td>
<td>10/10/2015</td>
</tr>
<tr>
<td>Module #5</td>
<td>10/18/2015</td>
</tr>
<tr>
<td>Module #6</td>
<td>11/01/2015</td>
</tr>
<tr>
<td>Test #3 (in class)</td>
<td>11/07/2015</td>
</tr>
<tr>
<td>Module #7</td>
<td>11/15/2015</td>
</tr>
<tr>
<td>Module #8</td>
<td>11/22/2015</td>
</tr>
<tr>
<td>Test #4 (in class)</td>
<td>11/21/2015</td>
</tr>
<tr>
<td>Final Review</td>
<td>11/21/2015</td>
</tr>
<tr>
<td>Final Exam (in class)</td>
<td>12/05/2015</td>
</tr>
</tbody>
</table>

*There will be NO CLASS MEETINGS held during the following dates:
Minimum requirements to complete the Aleks Pie.

This list will be used to check your total progress in the ALEKS pie. To be current in the pie, you should have the current module finished with a score of 100% and also have the total number of objectives completed by the dates given.

<table>
<thead>
<tr>
<th>Date</th>
<th>Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 30</td>
<td>80</td>
</tr>
<tr>
<td>Sept 6</td>
<td>100</td>
</tr>
<tr>
<td>Sept 13</td>
<td>120</td>
</tr>
<tr>
<td>Sept 20</td>
<td>140</td>
</tr>
<tr>
<td>Sept 27</td>
<td>160</td>
</tr>
<tr>
<td>Oct 4</td>
<td>180</td>
</tr>
<tr>
<td>Oct 11</td>
<td>200</td>
</tr>
<tr>
<td>Oct 18</td>
<td>220</td>
</tr>
<tr>
<td>Oct 25</td>
<td>240</td>
</tr>
<tr>
<td>Nov 1</td>
<td>260</td>
</tr>
<tr>
<td>Nov 8</td>
<td>280</td>
</tr>
<tr>
<td>Nov 15</td>
<td>300</td>
</tr>
<tr>
<td>Nov 22</td>
<td>302</td>
</tr>
<tr>
<td>Nov 29</td>
<td>302</td>
</tr>
</tbody>
</table>