



Grande Prairie Regional College
Department: Academic Upgrading

Course Outline - Winter 2009

INTRODUCTION TO MATH 0105

Instructor's name: _____ Phone number: _____

Instructor's office: _____ Email: _____

Calendar Description:

MA0105 High School Preparatory Business Mathematics 5 (5-0-0) Time: 75 Hours

Description: The course includes a review of basic computational skills in whole numbers, fractions and decimals, an introduction to basic algebra and geometry, ratio, proportion and percent, depreciation, interest, payroll and banking.

Prerequisite: [MA0080](#) or equivalent math placement test score.

Resource requirements:

Scientific calculator

NOTE: In MA0105, a calculator is not to be used until after the midterm.

Modules will be provided. An auxiliary fee has been charged for the use of these modules.

Attendance:

Regular attendance is expected of all students in all mathematics courses. Your success in math is directly linked to your attendance. Attendance will be taken during class. Any student **missing more than 15 classes may be debarred from writing the final exam.**

Course Delivery and Evaluation:

This course is divided into 10 separate units called modules. The instructions for each topic are given in the modules, followed by several examples and exercises. Study the instructions and work through the examples before starting each exercise. The answers for each exercise are given at the end of the module. Check your work **often** to make sure you understand each new topic.

The key to success in working with modules is to **ask questions** whenever you have difficulty understanding the instructions, the examples, or the exercises. **Do not hesitate to ask for help.**

After each module you must write a test. When writing a test, be sure to show all of your work on the test paper. Marks are given for method as well as for the final answer. A passing mark of 60% is required on the test before continuing on to the next module. If you are unable to attain this mark, you must review the material and rewrite the test. The first and second test marks will be averaged.

A 50-minute midterm, which will cover the first five modules, must be written by **Friday, February 27**. If you miss this date, you will receive a mark of 0% on your midterm. Upon completion of all the course modules, you will write a three hour final exam. Be sure to leave time to prepare for these important exams! They are worth a large percentage of your final grade.

The recommended test date for each module and the midterm is on the next page. Follow these dates as closely as you can. You are encouraged to write a test early if you are prepared. **Consult your instructor immediately if you find yourself falling behind schedule.** Your instructor may need to reassess your math skills to ensure that you are placed in a course where you can be successful. **All tests must be written by April 14.**

Bonus
When you write your module tests on or before the given date, you will be awarded an additional 2% on your score for each test.

Your final mark is determined by:

10 module tests	50%
Midterm	15%
Final Exam	35%

Final grades are given as follows:

Alpha Grade	4-Point Equivalent	Percentage Guidelines	Designation
A+	4.0	90 - 100	Excellent
A	4.0	85 - 89	
A-	3.7	80 - 84	First Class Standing
B+	3.3	76 - 79	
B	3.0	73 - 75	Good
B-	2.7	70 - 72	
C+	2.3	67 - 69	Satisfactory
C	2.0	64 - 66	
C-	1.7	60 - 63	
D+	1.3	55 - 59	Minimal Pass
D	1.0	50 - 54	
F	0.0	0 - 49	<i>Fail</i>

MA0105 – Winter 2009

Module	TOPIC/DESCRIPTION	Recommended Time & Test Date	Date written	Your mark
1	Basic Arithmetic -four basic operations with whole numbers, decimals & fractions; place value; complex fractions	8 days Thursday January 15		
2	Measurement - metric units of length, weight, volume, time and temperature	5 days Thursday January 22		
3	Integers -four basic operations, exponents -order of operations	9 days Wednesday February 4		
4	Introduction to Algebra - basic algebraic concepts; order of operations; - evaluating expressions	5 days Wednesday February 11		
5	Equations - solving simple linear equations	5 days Wednesday February 25		
	MIDTERM - must be written on or before	Friday February 27		
6	Ratio and Proportion - ratio, rate, proportion; applications	6 days Monday March 9		
7	Percent - changing fractions and decimals to percent and vice versa; percent proportions; depreciation	6 days Tuesday March 17		
8	Interest - calculating simple interest, rate & time; - compound interest	5 days Tuesday March 24		
9	Payroll and Banking - paychecks, hourly wage; salary; commission; piecework; overtime, deductions; banking records	7 days Thursday April 2		
10	Geometry - plane geometry	6 days Monday April 13		
	FINAL EXAM - 3 HOURS	TBA (April 16-27)		

MA0105 Winter 2009 Homework Schedule

1. Basic Arithmetic

1&2 3&4 5&6 7 8 9&10 Review
Jan.6 7 8 9 12 13 14

Test: Thursday Jan. 15

2. Measurement

1&2 3-5 6-8 Review
Jan.16 19 20 21

Test: Thursday Jan. 22

3. Integers

1 2 3 4 5&6 7 8 Review
Jan. 23 26 27 28 29 30 Feb.2 3

Test: Wednesday Feb. 4

4. Introduction to Algebra

1 2 3 Review
Feb.5 6 9 10

Test: Wednesday Feb. 11

5. Equations

1&2 3 4 Review
Feb.12 13 23 24

Test: Wednesday Feb. 25

Midterm on Friday February 27

6. Ratio and Proportion

1 2 3 4 Review
Mar.2 3 4 5 6

Test: Monday March 9

7. Percent

1&2 3 4A 4B Review
Mar.10 11 12 13 16

Test: Tuesday March 17

8. Interest

1 2 3 Review
Mar.18 19 20 23

Test: Tuesday March 24

9. Payroll and Banking

1&2 3 4&5 6&7 8 Review
Mar.25 26 27 30 31 Apr.1

Test: Thursday April 2

10. Geometry

1&2 3 4 5 Review
Apr.3 6 7 8 9

Test: Monday April 13

Final Exam: (April 16-27) to be announced

AUD STUDENT CLASSROOM DEPARTMENT GUIDELINES DRAFT May 2008

The Academic Upgrading Department is an adult education environment. Students are expected to show respect for each other as well as faculty and staff. They are expected to participate fully in achieving their educational goals in a timely manner.

Certain activities are disruptive and not conducive to an atmosphere of learning. In addition to the ***Student Rights and Responsibilities*** as set out in the College calendar, the following guidelines will maintain an effective learning environment for everyone. We ask the cooperation of all students in the following areas of classroom department.

1. Students are expected to turn off cell phones during class time or in labs.
2. Refrain from disruptive talking or socializing during class time.
3. Be respectful of others regarding food or beverages in the classroom. Clean up your eating area and dispose of garbage.
4. Recycle paper, bottles and cans in the appropriate containers.
5. Students are expected to be punctual. Arrive on time for classes and remain for the duration of scheduled classes or related activities.
6. Children are not permitted in the classrooms.
7. Students are expected to notify his/her instructor of any extenuating circumstances.

Electronic Devices

No unspecified electronic devices will be allowed in exams.

Success Standard

Although 50% is considered a pass in most courses, if you wish to be successful at the next level, we strongly recommend that you have a mark of 60% or better in your pre-requisite courses.

Examinations:

The final exam will be 3 hours long and is scheduled by the registrars' office during December 10 – December 19

Statement on Plagiarism:

The instructor reserves the right to use electronic plagiarism detection services.

