



**DEPARTMENT OF EARLY LEARNING AND CHILD CARE  
Teacher Assistant Program**

**COURSE OUTLINE—FALL 2012  
INTRODUCTION TO TA 1233**

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**Office Hours:** daily 10:45 – 11:45 am and 2:30 -3:00 pm in the Math Lab A210

**Calendar Description:**

TA 1233 1(1-0-0) Time: 14 Hours

This course covers the development, review, and reinforcement of math skills and concepts up to beginning algebra. As the student progresses through the course, he/she will become more comfortable with math concepts that may be encountered while working with children in an elementary school setting.

**Resource requirements:**

Package of TA 1233 modules, 2008

Basic Calculator (**Calculator may be used for module 2 only**)

**Attendance:**

Since success in math is directly linked to attendance, regular and punctual attendance is expected of all students.

**Course Delivery and Evaluation:**

This course is divided into 3 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.

The recommended test date for each module 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. Extra help is available to you daily in the Math Lab (A210).**

**All tests must be written by Friday, December 9.**

Your final mark is determined by:

Module 1	Basic Arithmetic Test	40%
Module 2	Percent Test	32%
Module 3	Measurement Test	28%

<b>Alpha Grade</b>	<b>4-Point Equivalent</b>	<b>Percentage Guidelines</b>	<b>Designation</b>
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	Fail

# Learning Outcomes:

## 1. Basic Arithmetic

- Give the place value of digits in standard notation.
- Convert between standard notation and word names.
- Add two or more whole numbers.
- Subtract whole numbers.
- Add and subtract using decimal notation.
- Multiply and divide whole numbers.
- Multiply and divide using decimal notation.
- From a group of fractions, identify the proper fractions, improper fractions, and mixed numbers.
- Change whole number or fractions to equivalent fractions with the indicated denominator.
- Add and subtract fractions with common denominator or different denominators.
- Multiply and divide fractions.
- Write a fraction as a decimal or a decimal as a fraction.
- Solve applied problems involving addition, subtraction, multiplication, or division for whole numbers, decimal notation, or fractions.

## 2. Percent

- Write a fraction with a denominator of 100 as a percent.
- Rewrite a given statement using the percent notation.
- Write a percent as a decimal and vice-versa.
- Change a percent to a fraction and vice-versa.
- Translate a percent problem into an equation.
- Identify the parts of percent proportion such as percent, base and amount.
- Use the percent proportion to solve percent problems.
- Solve general applied percent problems.
- Solve applied problems when percent is added such as sales tax, commission, etc.

## 3. Measurement

- Understand prefixes in metric units.
- Convert from one metric unit of length to another.
- Convert from one metric unit of mass to another.
- Convert between metric units of volume.
- Convert between units of time.
- Get familiar with Fahrenheit and Celsius degrees of temperature.
- Solve real life word problems involving metric units, or time.

**TA 1233 – Fall 2012**

Module	Topic & Description	Recommended Time & Test Date	Date written	Your Mark
1	<p style="text-align: center;">Basic Arithmetic</p> <ul style="list-style-type: none"> <li>-place value</li> <li>-addition, subtraction, multiplication and division of whole numbers, decimals and fractions</li> <li>-interchanging fractions and decimals</li> <li>- word problems</li> </ul>	<p style="text-align: center;">5 days Nov. 20 Tuesday</p>		
2	<p style="text-align: center;">Percent</p> <ul style="list-style-type: none"> <li>-the meaning of percent</li> <li>-changing percent to decimals &amp; fractions</li> <li>-changing decimals and fractions to percent</li> <li>-the percent proportion</li> <li>-applications of percent</li> </ul>	<p style="text-align: center;">5 days Nov. 30 Friday</p>		
3	<p style="text-align: center;">Measurement</p> <ul style="list-style-type: none"> <li>-metric units of linear measurement, mass, liquid volume, time and temperature</li> <li>-changing metric units</li> </ul>	<p style="text-align: center;">4 days Dec. 11 Tuesday</p>		

**In this course, a calculator WILL NOT BE USED for the first and third modules.**

<b>Day</b>	<b>Date</b>	<b>Module</b>	<b>Assignment</b>
1	Tuesday, Nov. 6	Course introduction and pre-test, Basic Arithmetic	Exercise 1,2&3
2	Thursday, Nov. 8		Exercise 4,5&6
3	Thursday, Nov. 15		Exercise 7,8&9
4	Friday, Nov. 16		Exercise Review
5	Tuesday, Nov. 20		<b>Test on Basic Arithmetic</b>
6	Thursday, Nov. 22	Percent	Exercise 1,2&3
7	Friday, Nov. 23		Exercise 4,5&6
8	Tuesday, Nov. 27		Exercise 7,8&9
9	Thursday, Nov. 29		Exercise Review
10	Friday, Nov. 30		<b>Test on Percent</b>
11	Tuesday, Dec. 4	Measurement	Exercise 1,2&3
12	Thursday, Dec. 6		Exercise 4,5&6
13	Friday, Dec. 7		Exercise 7,8&Review
14	Tuesday, Dec. 11		<b>Test on Measurement</b>

## **STUDENT RESPONSIBILITIES:**

In addition to the *Student Rights and Responsibilities* as set out on the **College Website**, the following guidelines will maintain an effective learning environment for everyone:

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

## **ELECTRONIC DEVICES:**

Students are expected to turn off cell phones during class time or in labs. No unspecified electronic devices will be allowed in exams.

## **STATEMENT OF PLAGIARISM:**

Please refer to the College website for policies regarding plagiarism and cheating as well as the resultant penalties. These are serious issues and will be dealt with severely.