I. INTRODUCTION

Developmental Mathematics I is designed to help students make the transition from arithmetic to algebra. The course supports students in developing skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. Topics include the study of numeracy and the real number system; algebraic concepts, notation, and reasoning; quantitative relationships; mathematical models; and problem solving. Additional topics include order of operations, problem solving with sales tax, commission, discounts, compound interest, etc. This course will assist the student in developing the critical-thinking and problem-solving skills necessary for other developmental or college-level courses.

This course is required for students who have not achieved a passing score on the TSI Assessment. Successful completion of this course fulfills the prerequisite for the next higher developmental or co-requisite course run concurrently with the college-level mathematics course. This course has no prerequisite.

II. LEARNING OUTCOMES

Upon successful completion of this course, Developmental Mathematics I, the student will:

A. Use appropriate symbolic notation and vocabulary to communicate, interpret, and explain mathematical concepts. (F1, F2, F5, F10)

B. Define, represent, and perform operations on real numbers, applying numeric reasoning to investigate and describe quantitative relationships and solve real world problems in a variety of contexts. (F1, F2, F3, F4, F6, F8, F9)

C. Use algebraic reasoning to solve problems that require ratios, rates, percentages, and proportions in a variety of contexts using multiple representations. (F2, F4, F8, F9)
D. Apply algebraic reasoning to manipulate expressions and equations to solve real
world problems. (F3, F4, F8, F9)
E. Use graphs, tables, and technology to analyze, interpret, and compare data sets.
(F2, F3, F5, F8, F10)
F. Construct and use mathematical models in verbal, algebraic, graphical, and tabular
form to solve problems from a variety of contexts and to make predictions and
decisions. (F2, F3, F4, F5, F6, F8, F9, F10)
G. Compute basic operations of addition, subtraction, multiplication and division of
whole numbers, fractions, decimals and signed numbers. (F1, F3, F4, F5, F8)
H. Use electronic and other media, such as the computer and DVD, to reinforce and
supplement the learning process. (F1, F2, F3, F6)
I. Demonstrate critical thinking, communication, and empirical and quantitative
skills. (F1, F3, F4, F7, F9)

Some learning outcomes are followed by letters and numbers; i.e., C9 or F11. These refer to
SCANS foundations skills (F) and workplace competencies (C). View a chart showing these skills
at http://www.ctcd.edu/scans. For more on the (Labor) Secretary's Commission on Achieving
Necessary Skills, or SCANS, go to the U.S. Department of Labor site at

III. INSTRUCTIONAL MATERIALS/RESOURCES

To assist in this course, a variety of materials both in and out of the classroom will be
required and used. The instructional materials identified for this course are viewable through:

www.ctcd.edu/books

***Required: Set of earphones for personal use in lab.***

Students will be allowed to use the basic calculator: Casio fx-55 PLUS

IV. COURSE REQUIREMENTS

A. Assignments are given in My Labs (MML) and are due as scheduled by your
instructor. The instructor will monitor students’ progress in completing the
assignments.
V. EXAMINATIONS AND ASSIGNMENTS

CHALLENGE EXAMS

Mathematics students may be eligible, during the first week of the semester, to challenge the classes in which they are enrolled. Students must discuss the challenge procedures with their instructors to determine eligibility. If eligible to take the exam, a student will receive a signed challenge exam request form from the instructor. The challenge exam must be taken during the first week of classes.

A. Periodic examinations will be given during the course in order to evaluate a student’s progress. A comprehensive final will be given.

Failure to take the final examination for the course will result in a grade of zero (0) to be posted for that examination. Students may not "retake" any exam. No "early" finals, take-home or open-book examinations will be administered. No examination grades will be dropped.

B. **If you miss an exam, and have an excused absence, your instructor will arrange a make-up at his/her discretion. Said make-up may involve counting the next exam as a 200 point exam.**

If you miss an exam, and do not have an excused absence then a make-up exam will be granted only at the discretion of the instructor. The make-up exam, if granted, will be given by appointment only.

C. If the student is absent from class, it is his or her responsibility to contact his or her classmate/instructor to determine missed instruction. Each student must make appropriate arrangements to acquire assignments, announcements, lecture notes, and other pertinent information missed. Material on each class topic is available on CD and/or on the computer software in the lab. Students should use these resources to catch up on any missed lectures.

D. Class exams will be returned to students within three class periods after the exam is administered.

E. The instructor may require students to use a Bluebook/Scantron for each examination. Bluebooks/Scantrons are available in the Campus Bookstore.
VI. SEMESTER GRADE COMPUTATIONS

To receive a passing grade of “A,” “B,” or “C” in this course, each student must complete 16 hours of required laboratory, complete all requirements and assignments, and earn a weighted average of 70% or above. The periodic/unit examinations will determine 15%, My Math Lab quizzes will determine 15%, My Math Lab Homework will determine 10%, Attendance/Participation will determine 10%, midterm examination will determine 20%, and the final examination will determine 30% of the final average.

Final grades will follow the grade designation for developmental courses below:

“A” – Weighted average of 90 – 100%
“B” - Weighted average of 80 – 89%
“C” - Weighted average of 70 – 79%
“D” – Weighted average of 60 – 69%
“F” – Weighted average of 0 – 59%
“W” - Withdrawal from course (initiated by student)

Students may receive their grades through:

The CTC WebAdvisor (Online) System allows students to obtain their grades online. Instructions for using the WebAdvisor (online) Registration/Grades by computer are listed in the schedule bulletin.

Grades will not be posted.

VII. NOTES AND ADDITIONAL INSTRUCTIONS FROM THE INSTRUCTOR

A. Withdrawal from Course: It is the student’s responsibility to officially withdraw from a class if circumstances prevent attendance. Any student who desires to, or must, officially withdraw from a course after the first scheduled class meeting must file an Application for Withdrawal or Application for Refund. The withdrawal form must be signed by the student.

An Application for Withdrawal will be accepted at any time prior to Friday of the 12th week of classes during the 16-week fall and spring semesters. The deadline for sessions of other lengths is as follows:

<table>
<thead>
<tr>
<th>Session Length</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>12 week session</td>
<td>Friday of the 9th week</td>
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<tr>
<td>10 week session</td>
<td>Friday of the 7th week</td>
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<tr>
<td>8 week session</td>
<td>Friday of the 6th week</td>
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<tr>
<td>6 week session</td>
<td>Friday of the 4th week</td>
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<tr>
<td>5 week session</td>
<td>Friday of the 3rd week</td>
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</table>
The equivalent date (75% of the semester) will be used for sessions of other lengths. The specific last day to withdraw is published each semester in the schedule bulletin.

Students who officially withdraw will receive a "W" if their academic performance is satisfactory at the time of official withdrawal. Students must file a withdrawal application with the college before they may be considered for withdrawal.

Before withdrawing from any developmental course, the student should seek the advice of Guidance and Counseling so that the student does not initiate an action that would inadvertently have negative repercussions on his/her enrollment or Financial Aid.

B. Cellular Phones and Pagers: Cellular phones and pagers must be turned off and put away while the student is in the classroom or laboratory.

C. American's With Disabilities Act (ADA): Disability Support Services provides services to students who have appropriate documentation of a disability. Students requiring accommodations for class are responsible for contacting the Office of Disability Support Services (DSS) located on the central campus. This service is available to all students, regardless of location. Explore the website at www.ctcd.edu/disability-support for further information. Reasonable accommodations will be given in accordance with the federal and state laws through the DSS office.

D. Civility: Individuals are expected to be cognizant of what a constructive educational experience is and respectful of those participating in a learning environment. Failure to do so can result in disciplinary action up to and including expulsion.

E. Office Hours: Full-time instructors post their office hours outside their office doors. Part-time instructors may be available by appointment. Please feel free to see your instructor should you find yourself having difficulty with this course.

VIII. COURSE OUTLINE

A. Unit One: (Chapter One) The Whole Numbers

1. Unit Objectives: Upon successful completion of this unit the student will be able to:
   a. Practice tips for success in mathematics.
   b. Identify the place value of a digit in a whole number.
   c. Write a whole number in words and in standard form.
   d. Write a whole number in expanded form.
   e. Interpret tables.
   f. Demonstrate ability to add whole numbers.
   g. Demonstrate ability to subtract whole numbers.
   h. Calculate the perimeter of a polygon.
   i. Solve problems by adding or subtracting whole numbers.
   j. Demonstrate ability to round whole numbers.
k. Estimate sums and differences.
l. Solve problems by estimating.
m. Apply the properties of multiplication.
n. Demonstrate ability to multiply whole numbers.
o. Calculate the area of a rectangle.
p. Solve problems by multiplying whole numbers.
q. Demonstrate ability to divide whole numbers.
r. Demonstrate ability to perform long division.
s. Solve problems that require dividing by whole numbers.
t. Calculate the average of a list of numbers.
u. Write repeated factors using exponential notation.
v. Evaluate expressions containing exponents.
w. Apply the order of operations.
x. Calculate the area of a square.
y. Evaluate algebraic expressions given replacement values.
z. Identify solutions of equations.
aa. Translate phrases into variable expressions.

2. Learning Activities:
   a. Classroom lecture/discussion
   b. Reading/homework assignments
   c. Computer Laboratory/Computer Tutor

3. Unit Outline:
   a. Section 1.1 Study Skills Tips for Success in Mathematics
   b. Section 1.2 Place Value, Names for Numbers, and Reading Tables
   c. Section 1.3 Adding and Subtracting Whole Numbers, and Perimeter
   d. Section 1.4 Rounding and Estimating
   e. Section 1.5 Multiplying Whole Numbers and Area
   f. Section 1.6 Dividing Whole Numbers
   g. Section 1.7 Exponents and Order of Operations
   h. Section 1.8 Introduction to Variables, Algebraic Expressions, and Equations

B. Unit Two: (Chapter Two) Integers and Introduction to Solving Equations
   1. Unit Objectives: Upon successful completion of this unit the student will be able to:
      a. Interpret real-life situations with integers.
      b. Compose a number line containing integers.
      c. Compare integers.
      d. Determine the absolute value of a number.
      e. Determine the opposite of a number.
f. Interpret bar graphs containing integers.
g. Demonstrate ability to add integers.
h. Evaluate an algebraic expression by adding.
i. Solve problems by adding integers.
j. Demonstrate ability to subtract integers.
k. Demonstrate ability to add and subtract integers.
l. Evaluate an algebraic expression by subtracting.
m. Solve problems by subtracting integers.
n. Demonstrate ability to multiply integers.
o. Demonstrate ability to divide integers.
p. Evaluate an algebraic expression by multiplying or dividing.
q. Solve problems by multiplying or dividing integers.
r. Demonstrate ability to simplify expressions by using the order of operations.
s. Evaluate an algebraic expression.
t. Calculate the average of a list of numbers.
u. Identify solutions of equations.
v. Apply the addition property of equality to solve equations.
w. Apply the multiplication property of equality to solve equations.

2. Learning Activities:
   a. Classroom lecture/discussion
   b. Reading/homework assignments
   c. Computer Laboratory/Computer Tutor

3. Unit Outline:
   a. Section 2.1 Introduction to Integers
   b. Section 2.2 Adding Integers
   c. Section 2.3 Subtracting Integers
   d. Section 2.4 Multiplying and Dividing Integers
   e. Section 2.5 Order of Operations
   f. Section 2.6 Solving Equations: The Addition and Multiplication Properties

C. Unit Three: (Chapter Three) Solving Equations and Problem Solving
   1. Unit Objectives: Upon successful completion of this unit the student will be able to:
      a. Apply properties of numbers to combine like terms.
      b. Apply properties of numbers to multiply expressions.
      c. Demonstrate ability to simplify expressions by multiplying and then combining like terms.
      d. Calculate the perimeter and area of figures.
e. Apply the addition property or the multiplication property to solve equations.
f. Apply both addition and multiplication properties to solve equations.
g. Translate word phrases into mathematical expressions.
h. Solve linear equations using the addition and multiplication properties.
i. Solve linear equations containing parentheses.
j. Write numerical sentences as equations.
k. Write sentences as equations.
l. Apply problem-solving steps to solve problems.

2. **Learning Activities:**
a. Classroom lecture/discussion
b. Reading/homework assignments
c. Computer Laboratory/Computer Tutor

3. **Unit Outline:**
a. Section 3.1 Simplifying Algebraic Expressions
b. Section 3.2 Solving Equations: Review of the Addition and Multiplication Properties
c. Section 3.3 Solving Linear Equations in One Variable
d. Section 3.4 Linear Equations in One Variable and Problem Solving

D. **Unit Four:** (Chapter Four) **Fractions and Mixed Numbers**

1. **Unit Objectives:** Upon successful completion of this unit the student will be able to:
a. Identify the numerator and the denominator of a fraction.
b. Write a fraction to represent parts of figures or real-life data.
c. Compose a number line containing fractions.
d. Review division properties of 0 and 1.
e. Write mixed numbers as improper fractions.
f. Write improper fractions as mixed numbers or whole numbers.
g. Write a number as a product of prime numbers.
h. Write a fraction in simplest form.
i. Formulate whether two fractions are equivalent.
j. Solve problems by writing fractions in simplest form.
k. Demonstrate ability to multiply fractions.
l. Evaluate exponential expressions with fractional bases.
m. Demonstrate ability to divide fractions.
n. Demonstrate ability to multiply and divide given fractional replacement values.
o. Solve applications that require multiplication of fractions.
p. Demonstrate ability to add or subtract like fractions.
q. Demonstrate ability to add and subtract given fractional replacement values.
r. Solve problems by adding or subtracting like fractions.
s. Determine the least common denominator of a list of fractions.
t. Write equivalent fractions.
u. Demonstrate ability to add and subtract unlike fractions.
v. Write fractions in order.
w. Evaluate expressions given fractional replacement values.
x. Solve problems by adding or subtracting unlike fractions.
y. Demonstrate ability to simplify complex fractions.
z. Review the order of operations.
aa. Evaluate expressions given replacement values.

2. **Learning Activities:**
   a. Classroom lecture/discussion
   b. Reading/homework assignments
   c. Computer Laboratory/Computer Tutor

3. **Unit Outline:**
   a. Section 4.1 Introduction to Fractions and Mixed Numbers
   b. Section 4.2 Factors and Simplest Form
   c. Section 4.3 Multiplying and Dividing Fractions
   d. Section 4.4 Adding and Subtracting Like Fractions, Least Common Denominator, and Equivalent Fractions
   e. Section 4.5 Adding and Subtracting Unlike Fractions
   f. Section 4.6 Complex Fractions and Review of Order of Operations

E. **Unit Five:** (Chapter Five) **Decimals**

1. **Unit Objectives:** Upon successful completion of this unit the student will be able to:
   a. Recall the place value for decimal numbers, and write decimals in words.
   b. Write decimals in standard form.
   c. Write decimals as fractions.
   d. Compare decimals.
   e. Demonstrate ability to round decimals to a given place value.
   f. Demonstrate ability to add or subtract decimals.
   g. Estimate when adding or subtracting decimals.
   h. Evaluate expressions with decimal replacement values.
   i. Demonstrate ability to simplify expressions containing decimals.
   j. Solve problems that involve adding or subtracting decimals.
k. Demonstrate ability to multiply decimals.
l. Estimate when multiplying decimals.
m. Demonstrate ability to multiply decimals by powers of 10.
n. Evaluate expressions with decimal replacement values.
o. Calculate the circumference of a circle.
p. Solve problems by multiplying decimals.
q. Demonstrate ability to divide decimals.
r. Estimate when dividing decimals.
s. Demonstrate ability to divide decimals by powers of 10.
t. Evaluate expressions with decimal replacement values.
u. Solve problems by dividing decimals.
v. Write fractions as decimals.
w. Compare fractions and decimals.
x. Demonstrate ability to simplify expressions containing decimals and fractions by using order of operations.
y. Solve area problems containing fractions and decimals.
z. Evaluate expressions given decimal replacement values.
aa. Calculate the mean of a list of numbers.
bb. Calculate the median of a list of numbers.
cc. Calculate the mode of a list of numbers.

2. **Learning Activities:**
a. Classroom lecture/discussion
b. Reading/homework assignments
c. Computer Laboratory/Computer Tutor

3. **Unit Outline:**
a. Section 5.1 Introduction to Decimals
b. Section 5.2 Adding and Subtracting Decimals
c. Section 5.3 Multiplying Decimals and Circumference of a Circle
d. Section 5.4 Dividing Decimals
e. Section 5.5 Fractions, Decimals and Order of Operations
f. Section 5.7 Decimal Applications: Mean, Median, and Mode

F. **Unit Six:** (Chapter Six) **Ratio, Proportion, and Percent**

1. **Unit Objectives:** Upon successful completion of this unit the student will be able to:
a. Write ratios as fractions.
b. Solve Proportions
c. Solve Problems Modeled by Proportions
d. Define Percent
e. Write Percents as Decimals or Fractions
f. Write Decimals or Fractions as Percents
g. Solve applications problems with Percents, Decimals, and Fractions
h. Write Percent Problems as Equations or Proportions
i. Solve Applications Involving Percent
j. Calculate Percent Increase and Percent Decrease
k. Calculate Sales Tax and Total Price
l. Calculate Commission
m. Calculate Discount and Sale Price
n. Calculate Simple Interest
o. Calculate Compound Interest

2. Learning Activities:
a. Classroom lecture/discussion
b. Reading/homework assignments
c. Computer Laboratory/Computer Tutor

3. Unit Outline:
a. Section 6.1 Ratios and Proportion
b. Section 6.2 Percents, Decimals, and Fractions
c. Section 6.3 Solving Percent Problems with Equations/Proportions
d. Section 6.5 Applications of Percent
e. Section 6.6 Percent and Problem Solving: Sales Tax, Commission, and Discount.
f. Section 6.7 Percent and Problem Solving: Interest

G. Unit Seven: (Chapter Seven) Graphs
1. Unit Objectives: Upon successful completion of this unit the student will be able to:
a. Interpret Pictographs
b. Interpret and Construct Bar Graphs
c. Interpret and Construct Histograms
d. Interpret Line Graphs
e. Interpret/Construct Circle Graphs

2. Learning Activities:
a. Classroom lecture/discussion
b. Reading/homework assignments
c. Computer Laboratory/Computer Tutor

3. Unit Outline:
a. Section 7.1 Reading Pictographs, Bar Graphs, Histograms and Line Graphs.
b. Section 7.2 Reading and Drawing Circle Graphs