

CLASS NUMBER AND NAME	MAN101—INTRODUCTION TO ALGEBRA
TOTAL HOURS/UNITS:	24 HOURS/2 UNITS
PREREQUISITES:	NONE
TEXTS AND MATERIALS:	<i>Algebra – MAN101</i> , Pearson Learning Solutions with MyMathLab access code. (ISBN 9781269688024)
CLASS DESCRIPTION:	The foundation of algebra theory is presented, based on examples of basic mathematical computations. A strong emphasis on applying these theories to the solution of word problems is used.
CLASS OBJECTIVES:	This class is designed to be an introduction to Algebra as it relates to the business world.
CLASS FORMAT OVERVIEW:	This class will be taught in lecture and practice format. The teacher will present and explain problems. Students will participate in asking and answering questions. Homework consists of practice problems, which may be from the text or the My Math Lab website or both.
REQUIREMENTS:	Time spent in preparation for or reflection on course lecture will approximate two hours outside of class for each lecture credit hour utilized by the instructor in delivery of the material and ¼ hour outside of class for each hour of structured lab time.
TESTING OUT	Must be done by the end of the first week, with a score of 90%.
CLASS ATTENDANCE:	Student attendance is a gradable event. Excessive absences or tardiness may result in a lowered grade.
LATE TESTING:	The score for any late test or assignment will be reduced by 10 percent.

GRADING POLICIES:

Grading will be based on the following scale:

90 – 100%	A
80 – 89%	B
70 – 79%	C
60 – 69%	D
Below 60%	F

Quizzes 75%

Homework 25%

**ANTICIPATED LEARNING
OUTCOMES:**

Upon completing this course the student will be able to:

1. Understand operations with fractions, decimals, and integers.
2. Understand advanced whole number concepts.
3. Solve One-and Two-step Equations involving whole numbers, fractions, decimals and variables.
4. Develop skills in problem solving.
5. Develop skills in solving linear equations and their applications.

MAN101 Introduction to Algebra Schedule

1	<p>Section 1.3 Orientation, My Math Lab set-up, Review of Decimals</p> <p>MyMathLab</p>	<p>Sections 1.2 & 1.4 Review of Fractions & Percents</p> <p>MyMathLab</p>	<p>Section 2.1 Variables, Expressions, & Formulas</p> <p>MyMathLab</p>	<p>Sections 2.2, 2.3, & 2.4 Negative Numbers, Adding, & Subtracting</p> <p>MyMathLab</p>
2	<p>Section 2.7 Commutative and Associative Properties</p> <p>MyMathLab</p>	<p>Section 3.1 Solving Equations</p> <p>MyMathLab</p>	<p>Review Review for Quiz 1</p> <p>MyMathLab</p>	<p>Quiz 1</p>
3	<p>Sections 2.5 & 2.6 Multiplying and Dividing</p> <p>MyMathLab</p>	<p>Sections 2.7 & 3.2 Commutative and Associative Properties & Solving Equations</p> <p>MyMathLab</p>	<p>Section 3.5 Applications of Percent 2</p> <p>MyMathLab</p>	<p>Section 1.5 Exponential Notation</p> <p>MyMathLab</p>
4	<p>Review Review for Quiz</p> <p>MyMathLab</p>	<p>Quiz 2</p>	<p>Section 1.5 Order of Operations</p> <p>MyMathLab</p>	<p>Section 3.3 Solving Equations with Addition and Multiplication</p> <p>MyMathLab</p>
5	<p>Sections 2.7 & 2.8 Distributive Property & Simplifying Expressions</p> <p>MyMathLab</p>	<p>Section 3.3 Solving Equations with Addition and Multiplication</p> <p>MyMathLab</p>	<p>Section 3.4 Using Formulas</p> <p>MyMathLab</p>	<p>Section 3.6 Problem Solving</p> <p>MyMathLab</p>
	<p>Section 3.6 Problem Solving</p> <p>MyMathLab</p>	<p>Review Review for Quiz 3</p> <p>MyMathLab</p>	<p>Quiz 3</p>	<p>Make-up Testing</p>

All schedules are subject to change to meet the learning objectives of the course at the discretion of the instructor.