Syllabus

ACAM 100: Academic Studies Math Prep

Instructor: Julie DePree, Ph.D. Office: A-142C
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Office Hours: T 10:00-10:30 & 3:40-4:20 Website: www.unm.edu/~jdepree
W 10:00-1:30, Th. 10:00-10:30, 1:40-3:00, 5:30-6:00 or by appointment

Catalog Description: ACAM 100: Academic Studies Math Prep (2 credits)
Strategies for successful achievement in mathematics, including techniques for productive time
management, effective note taking in mathematics, useful study and test taking skills for
mathematics, and strategies for improving critical thinking and problem-solving ability. Grade
Option: RA, RB, RCR, RNC. Placement: Required of all students who place into MATH 100.
Co-requisite: Math 100: Introduction to Algebra.

Course Overview: Through innovative, interactive projects and activities, students will develop the skills
necessary to succeed in mathematics and will gain confidence in their mathematical ability.

Required Texts and Resources: Bass, Alan, Math Study Skills, Prentice Hall, and one three-ring binder
with dividers

Objectives: Students will:
• budget time for studying mathematics.
• develop useful study and test-taking skills.
• use campus resources for help in mathematics.
• increase critical thinking skills.
• gain confidence in mathematical ability.
• increase repertoire of problem-solving strategies.
• take meaningful notes in mathematics classes.
• understand and use Polya’s four step problem-solving method.

Attendance Policy:
Students are expected to attend regularly and to be on time. Two absences are considered to be
excessive and the student may be dropped from the class at the discretion of the instructor.

Classroom Environment
The classroom environment is expected to be one in which everyone has an opportunity to learn.
It is an environment that will foster mutual respect among all students and the professor. It is
expected that students will participate, and the professor will provide a safe, comfortable
atmosphere conducive to participation. It is important that students contribute to this atmosphere
by respecting their peers and not disrupting the class with unnecessary use of cell phones or
disruptive behavior. If you have any questions about this, please discuss it with the professor.

Disability Statement:
We accommodate students with documented disabilities. During the first two weeks of the
semester, those students should inform the instructor of their particular needs.

Support Services:
The Valencia Campus Library provides a quiet atmosphere for study and is an excellent resource
for supplementary materials. Audio tapes and video tapes are available for student use through
both the library and the Student Enrichment Center. The Student Enrichment Center offers
tutorial and individualized instruction at no cost to the student.

Grading Policy:
Grades will be based on the following:
RA 90 - 100% Attendance (each class session counts as 2; 1st and 2nd half) 25%
RB 80 - 89% 0 absences = 100% 4 absences = 80%
RCR 72 - 79% 1 absence = 95% 5 absences = 70%
RNC Less than 72% 2 absences = 90% 6 absences = 60%
3 absences = 85% More than 6 = 0%
Homework/Notebook Assignments 25%
Portfolio 50%
NOTE: All portfolios are due the last day of class the week before final exams. No late portfolios will be accepted.

Portfolio Requirements:
- 5 Math project write-ups
- 1 Set of notes for a unit in Math 100
- One-page study sheets for Math 100 exams
- Evidence of use of outside resources for help in mathematics, including one from UNM-Valencia
- Study plan
- Essay on confidence in mathematical ability or research paper on mathematics in careers
- Error analysis for one Math 100 exam

Notebook: Students are required to bring notebooks to class and will work on notebooks in class as well as have them available for periodic checks. Notebooks must contain the following sections which will be updated weekly.

Section One: Time Log: List of all dates of scheduled Math 100 and ACAM 100 classes with a section to record attendance and grades received. A section to record study sessions.

Section Two: Tools of the Trade: This section will have all concepts, facts and formulas that were learned in Math 100 summarized weekly.

Section Three: Error analysis of each Math 100 exam.

Section Four: Journals and ACAM 100 book exercises

Section Five: Problem Solving

TENTATIVE SCHEDULE:

<table>
<thead>
<tr>
<th>Week</th>
<th>Description of course and notebook requirements</th>
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<tbody>
<tr>
<td>1/22</td>
<td>Description of course and notebook requirements</td>
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<table>
<thead>
<tr>
<th>Week</th>
<th>Description of course and notebook requirements</th>
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<tbody>
<tr>
<td>1/29</td>
<td>Notebook – Set up time log and make study plan</td>
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<tr>
<td></td>
<td>Chapter 5 Managing Your Time</td>
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<td></td>
<td>Chapter 6 Class Notebooks</td>
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<tr>
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<td>HW - pg. 45 and notebook with dividers and attendance/HW log</td>
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<thead>
<tr>
<th>Week</th>
<th>Description of course and notebook requirements</th>
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<tbody>
<tr>
<td>2/5</td>
<td>1st Notebook Check</td>
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<td></td>
<td>Time Management Plan</td>
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<tr>
<td></td>
<td>Math 100 Chapter One Study Sheet</td>
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<td>HW – Monitor time</td>
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<thead>
<tr>
<th>Week</th>
<th>Description of course and notebook requirements</th>
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<tbody>
<tr>
<td>2/12</td>
<td>Finish Chapter One Summary</td>
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<td></td>
<td>Chapter 3 Learning Styles – Algebra Tile Activity</td>
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<td></td>
<td>HW – pg. 23 and 24</td>
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Week 5  
2/19  
Exam 1 Error-Analysis  
Chapter 10 – Test Taking  
**HW – Before each exam, (Ch. 2, 3, 5 and 6), select one test-taking tip to try and write it down. Then write journal entry after exam describing how or if it helped you.**

Week 6  
2/26  
Work on notebooks  
Chapter 7 Textbook and Homework  
Chapter 8 Class Time and Note Taking  
Activity – Note-taking session  
**HW – pg 52 and 62**

Week 7  
3-4  
Math 100 Chapter 2 Summary  
Chapter 9 – Retention and General Study Strategies  
**HW – pg 67 & 68**

Week 8  
3/11  
Problem Solving – Polya’s 4 Problem-Solving Steps  
Activity - Handshake Problem  
Chapter 4 Math Anxiety  
**HW – pg. 31**

Week 9  
3/25  
Exam 2 Item Analysis  
Graphing Activities  
**HW – Summarize what you learned about graphs. Be sure to include how they connect to real-life situations**

Week 10  
4/1  
Math 100 Chapter 4 Summary  
Problem Solving  
**HW – Take a practice test for Ch. 4**

Week 11  
4/8  
Problem Solving  
**HW – Complete a project write-up**

Week 12  
4/15  
Error Analysis Exam 3  
Problem Solving  
**HW – Complete project write-ups**

Week 13  
4/22  
Chapter 6 and 7 Summary  
Problem Solving  
**HW – Complete project write-ups**

Week 14  
4/29  
Work on Portfolio  
Math Anxiety Post-Test

Week 15  
5/6  
Portfolio due 5/6