

I. COURSE DESCRIPTION:

This first level mathematics course for the pre-trades and technology programs will allow students to establish their math preparedness level. Students will use a variety of math study skills and problem-solving strategies to become ready for college-level trades or technology math courses. Topics of focus include: fundamental concepts including arithmetic operations and concepts in measurement, ratio, proportion, percentages and introductory algebra.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Recognize the importance of numeracy and math skills in trades and technology programs and employment.

Potential Elements of the Performance:

- identify appropriate sources for obtaining information on numeracy and math skills required in various trades and technology programs and employment
 - build a vocabulary associated with numeracy and math skills required in trades and technology
 - interview a tradesperson discussing the use of numeracy and math skills
 - keep a log of numeracy and math skills references for a two week period
 - create a Wordle pictograph to display a summary of the log data
 - reflect on the importance of numeracy and math skills in trades and technology programs
2. Classify the numeracy and math skills required by various trades and technology programs of personal interest.

Potential Elements of the Performance:

- develop, working with fellow students, an overall numeracy and math skills list for trades and technology programs for the Skills Table template

- participate in selected discussion groups based on various trades and technology program clusters to help determine specific numeracy and math skills for the cluster
 - create a Skills Table, given a template, of numeracy and math skills for each of the trades and technology programs of interest
3. Evaluate one's own current numeracy and math skills.

Potential Elements of the Performance:

- complete a series of practice modules and quizzes using the MyMathTest software to gather information about current numeracy and math skills
 - work in groups to solve problems
 - conduct self and peer evaluations on use of problem solving strategies
 - create a portfolio of evidence gathered to evaluate one's own current numeracy and math skills
 - complete a Report Card assessing one's own current numeracy and math skills
4. Assess one's own current numeracy and math skills compared to those skills required by the trades and technology programs of interest.

Potential Elements of the Performance:

- create a table comparing one's Report Card to the Skill Table for each of the trades and technology programs of personal interest
 - create list summarizing the deficiencies in numeracy and math skills for one's "first choice" program
5. Create a plan to address any deficiencies in one's own numeracy and math skills required to meet the entry level criteria of the trades and technology program of choice.

Potential Elements of the Performance:

- write clear, specific goals
- determine the actions necessary to address any deficiencies in one's own current numeracy and math skills to meet the entry level criteria of the trades and technology program of choice
- participate in peer review activities to critique draft goals and action plans
- produce a document that outlines the plan

III. TOPICS:

1. Numeracy and Math Skills in Trades and Technology
2. Evaluating and Assess Numeracy and Math Skills
3. Setting Goals and Planning

IV. REQUIRED RESOURCES:

MyMathTest Access Code Package, Pearson Canada, ISBN: 0321557077

Calculator: SHARP Scientific Calculator EL-531.

Note:

The use of some kinds of calculators, cell phones, and other electronic devices may be restricted during tests.

V. EVALUATION PROCESS/GRADING SYSTEM:

Individual Classroom Activities and Assignments	15%
Group Classroom Activities and Assignments	15%
Evaluation of Numeracy & Math Skills	50%
Plan	20%

The following semester grades will be assigned to students:

Grade	<u>Definition</u>	<i>Grade Point Equivalent</i>
A+	90 – 100%	4.00
A	80 – 89%	
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 – 59%	1.00
F (Fail)	49% and below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

VI. SPECIAL NOTES:Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

VII. COURSE OUTLINE ADDENDUM:

1. Course Outline Amendments:
The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.
2. Retention of Course Outlines:
It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.
3. Prior Learning Assessment:
Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's office.

4. Accessibility Services:
If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Accessibility Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.
5. Communication:
The College considers ***Desire2Learn (D2L)*** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of this Learning Management System (LMS) communication tool.
6. Plagiarism:
Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. Students who engage in academic dishonesty will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

7. Tuition Default:
Students who have defaulted on the payment of tuition (tuition has not been paid in full, payments were not deferred or payment plan not honoured) as of the first week of *November* will be removed from placement and clinical activities due to liability issues. This may result in loss of mandatory hours or incomplete course work. Sault College will not be responsible for incomplete hours or outcomes that are not achieved or any other academic requirement not met as of the result of tuition default. Students are encouraged to communicate with Financial Services with regard to the status of their tuition prior to this deadline to ensure that their financial status does not interfere with academic progress.

8. Student Portal:
The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <https://my.saultcollege.ca>.

9. Electronic Devices in the Classroom:
Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.