



# Syllabus

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## What You Should Already Know

Before beginning this course you should have taken ALG 043 or the equivalent of a full year of pre-algebra.

## Course Materials

The course is self-contained, so there are no additional textbooks or materials to purchase.

## Learning Outcomes

At the completion of this course, you should be able to use the following concepts, which are common to everyday life.

1. Compile, organize, display, and analyze simple data.
2. Determine the probability of an occurrence.
3. Explain your responsibilities concerning taxes.
4. Differentiate among various types of taxes.
5. Identify the different units of measurement for length, volume, weight, and temperature.
6. Convert from one unit of measurement to another.
7. Determine the amount of insurance coverage for various situations.

## Assignments

There are eight units in this course. In each unit, you will read the discussion material, complete the Self Check exercises, and then complete the unit quiz. You may use a calculator as you work on the unit quizzes.

## Exams

Material from all eight units will be covered equally on the final exam.

On the final exam, you are allowed a calculator and scratch paper.

## Grading

Your final grade will be determined 60 percent by the unit quizzes and 40 percent by the final exam. Your assignments will be weighted as follows:

Assignment	Percent of Final Grade
Unit 1 Quiz	8 percent
Unit 2 Quiz	7 percent
Unit 3 Quiz	8 percent
Unit 4 Quiz	7 percent
Unit 5 Quiz	8 percent
Unit 6 Quiz	7 percent
Unit 7 Quiz	8 percent
Unit 8 Quiz	7 percent
Final Exam	40 percent

The grading scale used in the course is as follows:

Grading Scale	
A	100–93

<b>Grading Scale</b>	
<b>A-</b>	92-90
<b>B+</b>	89-87
<b>B</b>	86-83
<b>B-</b>	82-80
<b>C+</b>	79-77
<b>C</b>	76-73
<b>C-</b>	72-70
<b>D+</b>	69-67
<b>D</b>	66-63
<b>D-</b>	62-60
<b>E (fail)</b>	59-0