



Southern Arkansas University Tech  
P.O. Box 3499 – Camden, AR 71711  
870.574.4453 or 870.574.4586  
[www.sautech.edu](http://www.sautech.edu)

## ONLINE COURSE INFORMATION SHEET

**Course Number:** MA1003

**Course Title:** Technical Math I

**Course Description:** For Career and Technical program AAS degree students, this course consists of a common core of modules and additional modules based on the student's specific AAS degree requirements. All modules will place a heavy emphasis on practical problems and problem solving. The core modules include a review of basic skills and concepts including whole numbers, fractions, decimals, ratios and proportions, percent, measurements, exponents, order of operations, integers, linear equations and formulas. The additional program specific modules may include practical plane geometry, solid figures, triangle trigonometry, systems of equations, quadratic equations, graphs and statistics. Upon successful completion of the specific modules, the student has completed the math requirements for their AAS degree. All students must have Internet and e-mail access to complete assignments and tests through MyMathLab (an interactive online learning environment). MATH 1003 and/or 1053 does **not** prepare a student for MATH 1023 College Algebra.

**Instructor:** Teresa McLeane

**Instructor Bio:** : Office: AD 258 Phone: (870) 574-4491 Email: [tmcleane@sautech.edu](mailto:tmcleane@sautech.edu)  
Teresa McLeane is from Camden, Arkansas. She has a Master's Degree from Southern Arkansas University and a Bachelor's Degree in Math Education from Louisiana Tech University. She has been teaching fulltime at SAU Tech since 2001 and taught as an adjunct faculty since 1990. Prior to being hired at SAU Tech, Mrs. McLeane taught Jr. High Math for 19 years in the Camden Fairview Public Schools. She is married and has 2 girls. She loves mathematics and enjoys working with students. She loves to spend her extra time camping on the beautiful lakes of Arkansas with her family. She attends Cullendale First Baptist Church in Camden.

**Prerequisite:** ACT score in math of below 19 on the ACT or an equivalent score on an alternate test

**Textbook Information:** Carman, R. A., & Saunders, H. M. (2011). *Mathematics for the trades: A guided approach*(9th ed.). Upper Saddle River, NJ: Pearson Education, Inc.

**Learning Outcomes:** Students will achieve a minimum 80% proficiency on a minimum of four of the following course outcomes (modules):

- \* 1. Perform Basic Operations on Whole Numbers (Module 1 – Chapter 1)
- \*2. Perform Basic Operations on Fractions (Module 2 – Chapter 2)
- \*3. Perform Basic Operations on Decimals (Module 3 – Chapter 3)
- \*4. Study of Ratio, Proportion, and Percent (Module 4 – Chapter 4)
- \*5. Working with Measurement (Module 5 – Chapter 5)
- \*6. Perform Basic Operations on Signed Numbers, Exponents, and Square Roots (Module 6 – Chapter 6)
- \*7. Solve First-Degree Equations and Formulas (Module 7 – Chapter 7)
- +8. Practical Plane Geometry (Module 8 – Chapter 8)
- +9. Solid Figures (Module 9 – Chapter 9)
- +10. Triangle Trigonometry (Module 10 – Chapter 10)
- +11. Systems of Equations & Quadratic Equations (Module 11 – Chapter 11)
- +12. Graphs and Statistics (Module 12 – Chapter 12)

\*Core Modules – All students must complete these modules.

+Program Specific Modules – Students will complete only the module required by their major.

**On-Campus Requirement:** The proctored unit exams must be taken at an approved proctor site. Visit the college website at [www.sautech.edu](http://www.sautech.edu) for detailed information.

**Modes of Interaction:** Students are required to contact instructor a minimum of once per module during the semester to report their progress. Students should expect to spend at least 3 hours per week for the equivalent 3-hour credit that a student on campus would spend in class. The student should spend an additional 3 to 6 hours per week for studying and working in the online environment, which would correspond to homework and study time for a campus student.

Instructor utilizes discussion board (located in Blackboard) for student to student and student to teacher interaction to discuss topics related to mathematics.

**Methods of Assessment:**

Instructor utilizes MyMathLab, An online learning tool for the following:

- Module Homework
- Module Tests
- Proctored Unit Exams

**Enrollment Procedures:**

SAU Tech is an open admissions college; however, we have several items that you must provide in order to be admitted:

- Submit application for admission.
- Submit a high school transcript or GED, and official college transcripts from all previously attended colleges (if applicable).
- Provide proof of two immunizations against measles, mumps and rubella.
- Take a placement test. Students enrolling must submit ACT, SAT, ASSET or COMPASS scores. Students can take the ASSET or COMPASS test at SAU Tech.

Students are responsible for all tuition and fees at the time of registration. Students must officially drop by written notice or in person in order to reduce their balance owed. If students never attend class, he/she will still be assessed partial tuition and full student processing fees, unless he/she completely withdraws during the 100% refund period.

In order for a student to drop a class, he/she must complete a drop form or send written request to his/her advisor. A \$10 drop fee is assessed for drops that take place after the registration period ends.

**Admissions Office Website:** <http://www.sautech.edu.edu/studentResources/admissions.aspx>

**Course Registration Website:** <http://www.sautech.edu/studentResources/advising.aspx>

**Technical Requirements and Resources:** Students will need Internet access and have the ability to send and receive e-mail attachments using the e-mail within Blackboard.

**Library Website:** <http://www.sautech.edu/lrc/index.aspx>

**Bookstore Website:** <http://sautech.textbooktech.com>

**Adult Learner Resources:** Online library and bookstore services can be obtained at the library and bookstore websites. Advising services can be obtained at <http://www.sautech.edu/studentResources/advising.aspx>.

**Student Support and Learning Resources:** Online library and bookstore services can be obtained at the library and bookstore websites. Advising services can be obtained at <http://www.sautech.edu/studentResources/advising.aspx>.

**Other Considerations:**

MyMathLab is use to complete all homework assignments, chapter exams and the proctored final exam.

Prior computer skills are essential for success in an online class. Prior to enrolling in an online class, you should be able to:

- Surf the Internet and download web pages
- E-mail and attach files and know proper e-mail etiquette
- Use Microsoft Word skills and submit papers with correct format, grammar and spelling

All first time online students are required to complete Learning Strategies before they will be allowed to take their online course(s). The purpose of Learning Strategies is to teach students how to use Blackboard and provide information about other systems that students will use while a student at SAU Tech.

There are computer programs and other things that you will need if you are taking an online course from SAU Tech. To make it easier for you, we have compiled a list of these things. Before beginning your online course, you should go ahead and make sure each of these programs listed below are loaded on every computer that you will use while taking your online course(s).

- Microsoft Word – used to complete assignments and submit to instructor
  - Can be accessed via SkyDrive inside your student email account. **FREE**
  - Can be purchased from Wal Mart or other software vendor and will need to be loaded on to your computer
  - There is also a **free** product that works just as good as the Microsoft Office Suite. You can download it at <http://download.openoffice.fm/free/?pk=26976>
- Adobe Reader 7.0 or higher – used to read files in pdf format
  - Cost: Free
  - Can be downloaded to your computer from <http://www.adobe.com/products/acrobat/readstep2.html>
- Adobe Flash Player (7 or higher) – used to view study activities and demonstrations in Learning Strategies course
  - Cost: Free
  - Can be downloaded to your computer from [http://www.adobe.com/shockwave/download/download.cgi?P1\\_Prod\\_Version=ShockwaveFlash](http://www.adobe.com/shockwave/download/download.cgi?P1_Prod_Version=ShockwaveFlash)
- Macromedia Shockwave Player 8.5.1 – used for interactive quizzes, animations and activities
  - Cost: Free
  - Can be downloaded to your computer from <http://www.macromedia.com/shockwave/download/download.cgi?>
- Windows Media Player – used to listen play audio files
  - Cost: Free
  - Comes as part of your Windows operating system
- Java – a technology that is required in order for Blackboard to function properly as well as some other programs that SAU Tech uses with its online classes (**Note: Only one version of Java can be running on your computer at a time.**)
  - Cost: Free
  - Can be downloaded to your computer from <http://javashop1m.sun.com/ECom/docs/Welcome.jsp?StoreId=22&PartDetailId=jre->
- Real player 10.0
  - Cost: Free
  - Can be downloaded to your computer from <http://www.real.com/>