Welcome to the San Diego City College Math Center. If you are ready to complete your Math 38, 46, or 96 course requirement, you came to the right place. The Math Center has developed unique learning programs that have helped thousands of students succeed. Most of the students who pass our courses earn A and B grades. It takes time and dedication, but it is worth the effort.

The Math Center offers several services including on-campus courses, one-unit math refresher courses, and walk-in tutoring. This orientation deals only with the on-campus Math Center courses. You do not need to attend this orientation for the other services. Instead, go online to the Math Center website for more information.
This is the Math Center Website and it is packed with information that you can use right now, including how to register, hours of operation, course descriptions, answers to frequently asked questions, and the course calendar. The Web address is written on all of your handouts.

You'll refer to the online calendar throughout the semester. It shows the days that the Math Center is open and the operating hours. It also lists the upcoming workshops. Since a portion of your course grade will be based on attending a minimum of five workshops, you'll want to check the online calendar for scheduled workshop dates.

The student binder packet contains all the documents you need for this course and the Getting Started Workshop. However, if you need an online reference, some of the documents are available in the Math Center Documents link of the website.
So, why are you taking this class? Could be lots of reasons: My counselor said I needed it, I have to repeat the class, I need it for an AA degree, I love math, I'm just getting back to school, I'm determined to pass this class. No excuses!

It's an important question, because the more clear you are on the reason you are taking the class, the more likely you will succeed. It may not come as a shock to you that there is a lot of work ahead. You'll be investing a huge amount of time this semester learning new math skills, and most likely learning or re-learning how to be a successful student. So, if you aren't clear on why you are taking the class, there's not much chance you will be motivated to stick it out during the long hours of practice.

Think about the big picture. Most likely you have a dream, and this class is one of the key steps to achieve that dream. So, think about your dream. Is it earning enough money to provide for your kids, landing a well-paid job, working in a career where you can help others, or simply saving the world?

If you are going to dream, you might as well dream big. That's what 18 year-old Natalie Warne did. She almost single-handedly convinced Oprah to give a voice to the invisible children movement. It is a movement based in San Diego to rescue children in Uganda that are abducted and forced to become soldiers. It worked. That exposure on Oprah brought international attention to the issue and Obama ultimately signed a bill to aid these children. And it was largely due to Natalie's single-minded vision.
So one person can make a huge difference. You can make a difference. Go to TED.com and look at some of the marvelous contributions people are making to solving the world's problems and deepening our understanding of life on this planet. There are lots of exciting things going on in the world and jobs that can make a difference. Your dream job can be part of the solution.

For example, what if you could have a job that would help reduce California's dependence on foreign oil to zero by 2020? It is possible.

As you know, the US dependence on foreign oil is not a good thing. It is responsible for multiple wars, and it incidentally cost us about $1.9 trillion dollars between 2004 and 2008.

Shai Agassi of Betterplace has a solution. Produce all electric cars that can be recharged at home or in parking lots when not in use. To extend the range for longer trips the entire battery can be exchanged for a fully charged battery at one of the battery exchange stations.

The battery exchange stations will be located throughout California. The process will be automated, like a car wash and take less than 5 minutes. Electric cars would be comparable to today's car features, cost less, and they are projected to cost 2 cents/mile by 2020. This like having gasoline that costs 80 cents per gallon.

In California alone, building the change stations and other infrastructure is estimated to generate $2.5 billion in jobs, with billions more in car and battery sales. See Betterplace.com. The jobs available will include engineering, of course, but also in the areas of scheduling, design, budgeting, safety, logistics, sales, marketing, and semi-skilled construction work.
Whatever career you choose, learning math will be an essential part of the preparation. Not only is Math required for nearly every possible certificate or degree, studying math will teach you how to solve problems. That's the key. In these classes, the problems you tackle have known solutions. That's okay. The point is to learn how to analyze a problem, how to translate it into the language of math, then how to solve it. In your future career, the problems you solve won't have predetermined solutions. You'll need to use the problem-solving skills that you learn now to find solutions to future problems.

Whatever it is, get it touch with your dream. Visualize it. Find a picture that represents your dream. Write your dream on paper and post it where you will see it daily. You'll find that keeping in touch with your dream will make a difference not just in this class, but everything you have to do to achieve your educational goals.

You can start by writing down your dream at the top of your Orientation Handout. The presentation will pause while you write it down now. Go ahead, write it now. Doesn't have to be perfect. There is no right or wrong answer. Just describe your dream in your own words. You can refine it at any time. You may want to include how passing this course will help, and the date by which you plan to complete the course. Include the rewards you will enjoy when you accomplish your dream. If you ever feel discouraged or like not studying, you can take out the written statement as a reminder.
This class is your opportunity to take that next step toward making your dream come true. We have a learning environment that has enough structure to keep you on track toward your goal. There are excellent learning resources and tutorial support. All you need to do is get in touch with your dream. Use it as motivation to commit the time and energy it will take to make it happen.

Make this opportunity count. Times have changed. You can no longer retake a class over and over again. There is a lot of competition for classes and the number of courses has been significantly reduced. The new policy is that if a student earns a W, D, or F in a course, they get one chance to retake the course. If they earn a W, D, or F on the second attempt, they will be blocked from registering for the course by registrar E. So, if you get a D in a course, then try it again and withdraw, you are done. Two strikes and you are out! No third chance. The administration would rather issue seats in a course to new students rather than someone who has a track record of not passing the course. If you end up getting blocked, you'll have to go to Southwestern, Grossmont or some other district and hope that they will admit you into their course.

How does this effect you? The bottom line is that once you are registered for a course, you need to treat it like there is no tomorrow. You don't want to take any chance of not passing the course or getting withdrawn, because there are plenty of students who will gladly take your place. So, you need to push yourself to finish the course in one semester. You also need to follow the prescribed learning strategy to insure that you pass the final exam, because, if you don't pass the final, you don't pass the course.

This may not sound too cheery, but it is the reality of being a college student in this day and age. You need to be fully aware of this truth when you make choices. Do
Chances are, this course will demand more time and effort than any course you’ve taken yet.

See if you can take a reduced class load this semester to allow more study time. If not, take math next semester with a reduced class load or with less demanding classes.

If you find that this class is more work than you anticipated and you have to drop the class, make sure that you drop it before October 3rd. That’s the last day to drop a course without a W. Don’t stay in the class past October 3rd unless you intend to

These are math classes with a difference. They are open-entry, open-exit. They can be completed quickly, or over an extended timeframe.

They require both on-campus attendance and meeting or exceeding checkpoint deadlines.
They feature top notch textbooks, state-of-the-art online learning materials, on-campus faculty support, and tutorial support.

The courses are designed to give you the best possible chance to succeed through active problem solving, an immersive learning experience, and mastery learning.

Learning math is an active sport. When people keep doing what they’ve been doing, even when it doesn’t work, they are acting as victims. To succeed in math, you need to change your beliefs and behaviors to create the best possible result. This is being a creator. Make a choice. Adopt a learning system that works.
It's not easy to change your habits and behaviors. But we have a fantastic staff of Supervisors and tutors who will support you in that effort. Meet with the Supervisors periodically. They often have good suggestions, to help you keep on track.

Math is a language. The fastest way to learn a foreign language is to immerse yourself in that language. The same holds true with learning the language of Math. You need to study it every day and immerse yourself in the learning process. Study at home. Study math at school in the Math Center with the help of your instructor and tutors. Study with a study partner or study group.

The best way to immerse yourself in the learning process is to make a weekly schedule. Include work, classes, eating, exercise, etc. then block out study time dedicated to this class. Make sure you include plenty of time to drill and practice your newly learned math skills.
One of the goals of these classes is to prepare you for the next class. The courses are structured to promote mastery learning of the material. You are encouraged to work more problems to promote long-term retention. The study plan keeps you focused on improving areas of weakness. Exams can be retaken to improve your score and understanding. The exams are cumulative which encourages you to stay fresh on previous material and prepares you for the cumulative final exam.

If you want flexibility, you came to the right place. Our courses are open entry. This means you can add a course in the Math Center beyond the normal two week add deadline.

Our courses are open exit. This means that when you complete the course requirements and the final exam, you are no longer required to attend. Once your grade is posted, you can register for the next course, even in the same semester. Our courses are structured self-learning. You can learn at your own pace as long as you stay ahead of the Checkpoint deadlines. And, you can go as fast as you want. You can finish in as little as a few weeks. Some students complete two courses in a single semester.

The Math 38, 46, and 96 courses are designed to be completed in one semester. However, the Math Center courses can be extended into a second semester if you need additional time. The best strategy is to treat the course as a one-semester course and keep on pace to finish in one semester. If you end up a little bit behind at the end of the semester, you have the flexibility of continuing during the break and into the next semester.
To help you keep on pace, you’ll find a “Suggested Schedule to Finish in One Semester” in your binder packet. You’ll personalize this schedule in the Getting Started Workshop.

What if you just can’t keep up with the one-semester pace? As mentioned, you can extend into a second semester, but you need to be aware of the consequences.

1. Students who extend the course beyond one semester find themselves overloaded the next semester
2. Students receiving financial aid may have to pay money back.
3. Also, extending the course over a longer timeframe makes it more difficult to remember all the material and pass the final exam. So, make it a priority to complete the course in one semester.

Students unable to keep up with the one-semester pace, must still keep ahead of the checkpoint deadlines in the Learning Flow Overview in the binder packet. There are 11 checkpoints for each course - 10 for tests and exams, and one for the final exam. Most checkpoints are passing a chapter test with 70% or higher, or completing a Midterm exam by closing time on the given date. The only exception is Checkpoint 1 for Math 38. That checkpoint is a written assignment rather than a test.
The checkpoints are detailed in the Learning Flow Overview, along with the corresponding deadlines. The checkpoints must be met by close of business on the corresponding dates.

The checkpoint deadlines are also indicated with a bold square on the Academic Calendar in your binder packet.

So, which schedule do I follow, the schedule for one-semester or the checkpoint deadline schedule?
It’s no contest. Your best strategy by far is to keep up with the one-semester pace. Your worst strategy is to purposely go at the pace of the checkpoint deadlines. This is just too risky. Something unexpected is bound to happen - a family member in trouble, an injury, an illness, or some other emergency. If you go at the slowest allowed pace, and get behind, you’ll find yourself on progress probation. If you don’t catch up by the next deadline, you will be withdrawn from the course with a grade of W and no reinstatement.

Students who follow the checkpoint deadline schedule, inevitably end up being
The Checkpoint deadlines only come into play if you fall behind the one-semester schedule. If you keep on pace to finish in one semester, you will not be affected by these deadlines.

If you miss the checkpoint 1 deadline, for example, you are placed on progress probation. If you catch up and complete the requirements for checkpoint 2 before the checkpoint 2 deadline, you are removed from progress probation. However, if you also miss the checkpoint 2 deadline, you will be withdrawn from the course, receive a grade of W if it is after the drop deadline, and you will not be reinstated in the course. So, whatever you do, make sure that you keep ahead of the checkpoint deadlines.

Take out your orientation handout. You'll refer to it during the rest of this presentation. This is your working syllabus for now. The full syllabus is contained in the binder packet you purchase in the bookstore.

Math Center hours of operation are posted outside the door to L-208 and on the Math Center Website. This semester, we are closed Saturday, Sunday, and Monday. We are open Tuesday thru Friday at the times listed.
The counter just inside the entry door is where you check in and out of the Math Center. Even if you just step outside for a quick breather, you need to check out. Note that all other exterior doors to the Math Center are alarmed. They are for emergency exit only.

Check the computer monitor to make sure that the staff member is updating your attendance information. It is your responsibility to make sure you get checked in and out properly. If not, you may not get credit for all the time that you attend.

Checking the Bulletin Board at the West end of the Math Center is an important way for you to keep informed about events in the Math Center and your course. This is where you'll find postings of new workshops and reminders of the last day to add or drop or take a test or take a final. Make a habit of checking the Bulletin Board for updates right after you check in.
The other key place to stay informed is the Math Center Announcements page in MyMathLab. It's the first screen you'll see when you enter MyMathLab. Train yourself to check for new announcements each time you log in.

Here are some more resources. Books and calculators are available for checkout at the front counter on a limited basis.

There is generally a tutor stationed in the main study room. Raise your hand if you have a question. Have your notebook ready to show them your work. The tutors are not here to teach you the entire course, but they will be able to answer specific questions that you have.

Live workshops will be conducted in the workshop room. Additional workshops are available for checkout at the front counter.

There are numerous policies that have evolved over several years in the Math Center. These policies help us maintain a safe and quiet study environment and make efficient use of shared resources. For example, Cell phones are a distraction when learning math. So, please turn off your cell phone before entering the Math Center. All policies, including those on cell phone usage, food and drink, visitors, and computer use are detailed in your Student Handbook. You are responsible for adhering to these policies, so read them carefully and ask a Supervisor if you have any questions. Kate Woodward, the Lead Supervisor, is the final authority in matters concerning the daily operation of the Math Center.
The math center is used to study math, not other subjects. So, if the MyMathLab website goes down while you are at the Math Center, you need to have your math materials to study. The site tends to go down several times a semester. It's not a problem if you are prepared. Bring your notebook, text pages, practice problems, or Study Skills book with you on every visit.

Look at your Orientation Handout under Materials. There are two items that you need to purchase for your Math Center class. First is the Binder Packet. This contains the complete Student Handbook, calendars and schedules, study skills info, and specific math worksheets. The second item is a bundle that contains the MyMathLab access code.

The Binder Packet and sales receipt are required for admission to the Getting Started Workshop. The Binder Packet contains a three-ring binder and all the documents you’ll use during the workshop. You’ll also need Tab Dividers with at least 5 tabs. The Bookstore sells an eight-pack for $1.50.
The other item you’ll need for the course is a MyMathLab bundle. The best deal by far is the full textbook bundle. This bundle includes everything you need and more. The textbook is loose leaf, so you can bring selected pages from the textbook to class to study when a computer is not available.

If you already have a book or you have other special materials needs, see a staff person after the orientation for information on other purchase options. When purchasing at the bookstore, show the attendant your Orientation handout. Make sure that you select the course materials that match your course reference number as well as the ISBN number.

Note that all of the purchase options include a MyMathLab access code. The MyMathLab access code is required to take an on-campus Math Center course. All homework, chapter tests, and Midterm exams are accessed through the MyMathLab system.

Regular and consistent attendance is a key part of the success formula. You need to work a lot of math problems to retain the material for the exams, and working problems takes time. If you want to finish in one semester, you need to budget 12 - 15 hours per week for this course. That's what our successful students do.

Your on-campus attendance requirement is to attend a minimum of 4 hours per week in L-208 for Math 46 and 96 students, and 3 hours per week for Math 38 students.

Keep in mind that these are minimum requirements. You'll need to put in a lot more hours each week to complete the course.
Attendance is checked every two weeks. See the Bulletin Board or the Math Center Website for the dates of the attendance checks. Everything is doubled, since it is over a two week period. The staff checks that your Math Center attendance is greater than or equal to the required amount.

If your on-campus attendance falls below the minimum requirement, you will be placed on probation. If you receive two successive probabilities or three total probabilities, you will be withdrawn from the course. Refer to the Student Handbook.

The learning process that we have developed is comprehensive and successful. You'll learn more about it in the Getting Started Workshop. The learning process is designed to help you pass the final exam. I'm sure you are aware that if you don't pass the final exam with 60% or better, you will receive a D or F grade in the course. So, the proven way to pass the final exam is to start each section of the textbook by making a brief bullet point outline, followed by watching the section video. Then read the section thoroughly and do the margin exercises in the textbook before you attempt the homework. Finally, do lots of homework problems to drill the concepts and techniques into your long term memory. The more you practice, the better chance you will have of retaining them during the Final Exam.
The proven way not to pass the final is to just skip the reading and go right to the homework. or maybe even skip the homework. Do just enough to squeeze by and pass the chapter tests. If you follow this path, you are almost sure to fail the final exam, and then have to retake the course. Except, wait. If you already have a W, D, or F, and you don't pass it again, you won't be able to retake the course in our college district.

Bottom line - if you want to pass the course, make sure you follow the learning process to the letter.

It will seem like the learning process is a lot of work. Well, it is. But this is what successful students do. They do a brief outline of the text section before attending the lecture. They read the text. They take careful notes on everything and keep a notebook for reference. Students who devote the time and adopt these study skills pass the course. Those that don’t often end up withdrawing or repeating the class. The choice is yours. This is your opportunity to embrace a proven learning process and knock off your math requirements. Which path will you follow?

There are five midterm exams that occur approximately every two chapters. See the Learning Flow Overview document in the Binder Packet and in MyMathLab. The Midterm exams must be taken in the Math Center. You must pass all prior chapter tests with 70% or better before taking a midterm exam.
The midterm exams are 20 questions each. They are also cumulative. That is, most of the questions are on current material, but there are some review questions on previous material to help you prepare for the final exam.

There is a maximum of three attempts on Midterm exams. You may repeat an exam to improve your score. If you don't pass on the second attempt, you’ll meet with a Supervisor before your final attempt. The highest score of your attempts will count toward your grade.

You must have a current CSID card to take midterm exams in the Math Center. Sign up for exams at the testing station at the front counter. The complete Math Center testing policies are in the Student Handbook.

Working math problems will be your main activity in this course. The more problems you solve, the better you will learn the concepts and techniques, and the better you will be prepared for the exams and the next course. You have all the resources in the course available while working homework problems, and you can keep redoing all of the problems until you get them correct. This is a nice feature since Homework is 25% of your course grade.
5% of your grade will be for attending or viewing Workshops. The Getting Started and Study Skills workshops count toward your workshop requirement. You can attend additional workshops at any time throughout the course. There will be live workshops announced on the Bulletin board. There are also recorded workshop videos on a range of math topics.

There are 60 questions on the final exam for all Math Center courses. There are practice finals available in the back of your textbook, at the bookstore, and in your online course. You only get one shot at the final, and if you don't pass the final, you don't pass the course. So, make sure that you spend some serious time preparing for the final, and that you give yourself the full two hours to complete the final exam once you start it. The final exam is on paper only. Calculators may not be used on the final exam, so don't get too dependent on your calculator.

Your Math Center course grade depends heavily on the final exam. If you score 35 or less out of 60 on the final exam:

- You will receive a grade of D or F, regardless of your prior course average. You will need to retake the course in order to pass. This is Math Department policy for all Math 38, 46, and 96 courses at City College.

Clearly, the Final Exam is extremely important to your course grade. All your study efforts throughout the semester should be focused on long term learning to prepare you for the Final Exam.
If you score 36 or more out of 60 on the final exam:

Your grade will be based on a weighted average of your homework, chapter tests, midterm exams, Workshops, and Final Exam.

Grade cut-offs are the usual 10% increments.

There you have it. The Math Center courses are designed to get you through your developmental math courses as quickly as possible. They are convenient and flexible, but they also require a considerable investment of time. The biggest challenge for most of our students is carving out 12 to 15 hours every single week dedicated to studying math. That's the key. It takes time management skills and determination to keep on task regardless of the demands of your personal life, and requirements of other classes. Make that commitment to yourself right now.

So, now you have more information about this math course. But it is really too much information to absorb in one sitting. So, the complete orientation is posted on the Math Center website so that you can use it as a reference. If you can’t remember some of the details, just go to the website and look it up.
Turn to the second page in your Orientation handout. Let’s review the simple steps needed to enroll and get started. You’ve already completed some of these.

You will need your permanent college student photo ID card, to check in and out of the Math Center, to receive your Math Center ID number and your add code, and to take on-campus exams.

After viewing this orientation, you should have a good idea if this learning program is right for you. If you are ready to pursue this course, proceed to the front counter to obtain an add code or sign up for the Getting Started Workshop. Make sure you collect your CSID card as you exit.
If you are not already registered for a Math Center course, you'll need an add code. Before you request an add code, make sure that your Math placement level is correct, because prerequisites are enforced for Math 46 and 96. Also, don’t request your add code until you are ready to purchase the course materials. When you are ready, go to the front counter to obtain an add code.

You can register online with Reg-e at studentweb.sdccd.edu. You can use the computer in the reception area of the Math Center to register. Double check to make sure that you have added the correct course. Register within one week of receiving your add code, or you may be dropped from the class.

All students will attend a Getting Started Workshop. These workshops are by appointment only. Dates and times are on the online calendar. Sign up for a workshop in person at the front counter. The workshop is about two hours long and it will help you get started with MyMathLab and the Math Center Course. The last day to attend the workshop is September 28th.
Purchase the Binder Packet for your course: Math 38, 46, or 96. The Binder Packet contains a 3-ring binder, and documents that you’ll use during the workshop. Keep your sales receipt.

Purchase tab dividers. You’ll need a minimum of five tabs for the workshop.

Purchase a MyMathLab bundle. You’ll use the MyMathLab access code to log in during the Getting Started Workshop.

Bring all items to the Getting Started Workshop.

You must attend the workshop within two weeks of receiving your add code or you will be dropped from the class with no reinstatement. The Getting Started Workshop counts as one of your five required workshops.

Bring your photo CSID to the Math Center, check-in for the workshop, obtain your Math Center ID number. Be sure to bring both your Binder Packet and MyMathLab access code to the workshop. Students will not be able to attend the workshop without the required materials.

After the workshop, return to the Math Center to start your class.

Your attendance requirement starts the week after you attend the Getting Started workshop.
Read the Student Handbook. The student handbook is your complete course syllabus. Read it thoroughly!
The Student Handbook is located in your Binder Packet.
You are responsible for reading and complying with all the policies and procedures in the Student Handbook.

Have a great semester!

Next...
* If you have questions, ask the presenter.
* If you are already registered, sign up at the front counter for a Getting Started Workshop.
* If you are not registered, obtain an add code at the front counter, but only if you are ready to purchase your course materials now.
* Remember to pick up your CSID as you exit.