

# **Course Layout** The course is broken down as follows:

Unit	Topic	
1	Numeracy	
2	Exponents	
3	Ratios & Percent	
4	Equations	
5	Graphing & Tables	
6	Geometry	
7	Data Analysis	
8	Finances	
Final Exam		

# **Grading** Your grade for this course will be calculated as follows:

Item	Weight
Learning Guides	10 %
Quizzes	10 %
Projects	20 %
Unit Exams	35 %
Final Exam	25 %

## Learning Guides & Labs

Before you write a unit exam, you must send me all assignments leading up to the exam. All submissions MUST be very neat and well organized. If you can't figure out a question, you should be researching, then asking for help.

### Exam Supervision:

Quizzes can be done on your own (not supervised). Use them as practice – ie. give them a try first, then refer to notes if you need a little extra help. Keep track of where you needed help and review prior to your second try and/or unit exam.

All exams are "closed book" and require supervision. If you are unable to access a local school to write your exams, you will need to find a teacher that will supervise your exams. Please have them e-mail me and I will send them the required information

#### Resources:

There is NO textbook required for this course.

You do need a basic scientific calculator.

#### Keys to Success:

- 1. Actively work through each lesson, trying examples and reflecting on material.
- 2. Use the Learning Guide as your tool for documenting your understanding. Lay it out neatly and well organized.
- 3. Make sure you understand any quiz/exam question you get wrong. If you can't figure it out ASK!
- 4. Be sure to use the message system for regular communication with your instructor.