

Sinclair Community College

Syllabus for

Shop Floor Calculations I (CAM 1141)

PREREQUISITE: None

ACADEMIC CREDIT: 3 semester hours

COURSE DESCRIPTION: A basic course in arithmetic and algebra with emphasis on applications to situations encountered in manufacturing.

RECOMMENDED SUPPLIES: Texas Instrument TI-30XIIS Scientific calculator

TEXTBOOK: Robert D. Smith, *Mathematics for Machine Technology*, sixth edition (Thomson/Delmar Learning, 2004). Additional projects and study materials will be provided by the instructor.

GRADING POLICIES: Your grade will be determined by your accumulated performance on:

- Exams (50%)
- In-class lab exercises (15%)
- Graded homework assignments (25%)
- Attendance (10%)

Final letter grades will be assigned approximately as follows:

A = 92 to 100%
B = 83 to 91%
C = 74 to 82%
D = 65 to 73%

10% will be deducted from the grade of any assignment turned in late.

ATTENDANCE POLICY: This class meets once a week for three hours and twenty minutes. You are asked to be present and on time for all classes. If you find that you must miss a class, please notify the instructor.

If you should miss a class: contact the instructor for advice on catching up on missed material. At the option of the instructor, graded assignments may be submitted within one week without penalty.

If you should miss an exam, you are responsible for arranging to make it up! No credit can be given if you do not take a missed exam within one week of your absence.

THE HONOR SYSTEM: By your attendance in this class, you agree to abide by a code of academic ethics known as the honor system. That means you will honestly earn any credit and will not take credit for work done by your fellow students. You are strongly encouraged to study with your fellow students and to participate actively in group class projects. Grades, however, must reflect your own individual level of accomplishment.

HELP IS ALWAYS AVAILABLE. Be sure to consult with your instructor any time you are having trouble of any kind with the course material. If you would like additional help, Sinclair Community College offers free tutoring service for this course through the tutoring center (in the Learning Center)

If you have any special learning needs, medical conditions, or other factors that must be accommodated, you are responsible for informing the instructor of this fact at the beginning of the quarter. Assistance is available to eligible students through the Office of Disability Services (room 10421).

You are encouraged to meet with an academic counselor early in your studies at Sinclair. Academic counselors are available third floor of Building 11 to help you in understanding your degree requirements, selecting and scheduling classes, transferring to other institutions, etc. In addition, before you take any action that will impact your schedule (such as dropping or adding a class), you are urged to see your counselor first.

ORDERLY CONDUCT IN CLASS. You should conduct yourself at all times as a mature, responsible adult. Treat your classes as you would a desirable job. The instructor is a team leader and your fellow students are colleagues. All must work together to make your learning experience both effective and enjoyable. Free and open discussion in class is encouraged, but please do not permit your questions and discussions to become disruptive. It is understood that many students are "on call" for any number of reasons; however, pagers and similar devices should be silenced while you are in class.

OTHER INSTITUTIONAL POLICIES: You should consult the college bulletin and your student handbook for information on campus-wide policies regarding grades, attendance, academic standards, drop/add procedures, refunds, etc.