

## **PEMP 101, Trades Mathematics**

*2 credits*

This course will provide an overview of metric and Imperial systems, basic mathematics functions including fractions, ratios, proportions, percentages, exponents, algebra, trigonometry and logarithms.

### **Instructor**

Name  
Office  
Phone  
Email

### **Office Hours**

### **Hours of Instruction**

October 2 – 6: Monday – Friday 9:00 – 12:00

October 9 – 13: Monday – Friday 9:00 – 12:00

October 16 – 20: Monday, Tuesday, and Thursday 9:00 – 12:00

### **Required Resources:**

Measurement and Calculation for the Trades (2006), Grecki and Whitaker, ISBN: 0-9685027-9-2

Scientific calculator - Casio fx-260 solar is required

Ruler, protractor

Pens, pencils, eraser, lined paper

### **Course Outcomes:**

*Upon successful completion of the course, the student shall be able to:*

- Perform one or more operations of addition, subtraction, multiplication and division on whole numbers, fractions, and decimals, with and without the use of technology (e.g., scientific calculator)
- Apply mental math strategies to estimate calculations involving whole numbers, fractions, and decimals
- Use a scientific calculator as a tool to perform math computations
- Perform conversions between fractions, decimals, and percent forms
- Identify properties of rates, ratios, and proportions
- Describe the relationships of the units of length, area, volume, capacity, mass and temperature in both SI metric and imperial measurement systems
- Identify terms and concepts used in working with formulas
- Identify formulas and solve basic problems for perimeter, area, and volume
- Convert within and between SI metric and imperial measurement systems
- Accurately read Imperial and Metric measurement tools
- Extract information from tables, charts & graphs to perform calculations

**Evaluation:**

Assignments	20%
Quizzes	30%
Final Exam (cumulative)	50%

A minimum pass is a grade of 65% (refer to Grading System below)

**Grading System**

Descriptor	4.0 Scale	Percent
Excellent	4.0	95 – 100
	3.7	90 – 94
Good	3.3	85 – 89
	3.0	80 – 84
	2.7	75 – 79
Satisfactory	2.3	70 – 74
	2.0	67 – 69
Minimum Pass **	1.7	65-66
Failure	1.3	0 – 64
	1.0	
	0.0	

**NOTES:** \*\*A minimum pass is a grade of 65%

**Proposed Schedule of Topics****Calendar of Important Events**

Week	Monday	Tuesday	Wednesday	Thursday	Friday
1	October 2 Math 9-12	3 Math 9-12	4 Math 9-12	5 Math 9-12	6 Math 9-12
2	9 Thanksgiving - College Closed	10 Math 9-12 Math 1-4	11 Math 9-12	12 Math 9-12 Math 1-4	13 Math 9-12
3	16	17 Math 9-12	18	19 Math 9-12 Final Math Assessment	20

**Please Note:**

Date and time allotted to each topic is subject to change.

## Performance Requirements

### Student Responsibilities

It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the Keyano College Credit Calendar.

More specific details are found in the Student Rights and Student Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Student Code of Conduct Policies.

### Student Attendance

- Apprentices may miss up to 18 hours (3 days) of class time without penalty.
- Apprentices missing more than 18 hours (3 days) of technical training classes may have their enrollment in technical training terminated.
- Each part of an hour missed from class will be recorded as 1 hour of missed time.
- Cell phone use in class is strictly prohibited. If caught with a cell phone during class time, the apprentice will be asked to leave for the remainder of the day and will be docked those hours as missed time.

### Academic Misconduct

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:

- Plagiarism or the submission of another person's work as one's own
- The use of unauthorized aids in assignments or examinations (cheating)
- Collusion or the unauthorized collaboration with others in preparing work
- The deliberate misrepresentation of qualifications
- The willful distortion of results or data
- Substitution in an examination by another person
- Handing in the same unchanged work as submitted for another assignment
- Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Student Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Student Code of Conduct Policies.

In order to ensure your understanding of the concept of plagiarism, you must successfully complete the online tutorial found on [ilearn.keyano.ca](http://ilearn.keyano.ca). Then print the certificate, sign it, and show it to each of your instructors. Your course work will not be graded until you show this signed certificate.

**Specialized Supports****Counselling and Accessibility Services**

Counselling Services provides a wide range of specialized counselling services to prospective and registered students, including personal, career and academic counselling.

**SKILL Centre**

The SKILL Centre is a learning space in the Clearwater Campus at Keyano College where students can gather to share ideas, collaborate on projects and get new perspectives on learning from our tutorial staff.

The SKILL Centre, through a variety of delivery methods, provides assistance in skill development to Keyano students. Assistance is provided by instructors, staff and student tutors. Individuals wishing to improve their mathematics, writing, grammar, study, or other skills, can take advantage of this unique service.