



CAPILANO UNIVERSITY

COURSE OUTLINE		
TERM: Spring 2023	COURSE NO: CDMA 003	
INSTRUCTOR:	COURSE TITLE: CDO Math Fundamental 3	
OFFICE: LOCAL: E-MAIL: @capilanou.ca	SECTION NO(S):	CREDITS: 1.0
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Líl'wat7úl (Lil'wat), x̣ṃəθḳẉəỵəm (Musqueam), shíshálh (Sechelt), Ṣḳẉx̣ẉú7mesh (Squamish), and Səlílwətaʔ/Selilwitulh (Tseil-Waututh) people on whose territories our campuses are located.

COURSE FORMAT

This course is offered in blocks of 2 hours per week. This course can be offered in a paced or self-paced format.

COURSE PREREQUISITES

CDO math assessment.

CALENDAR DESCRIPTION

In this fundamental math course, students will learn Number Sense, Multiplication, Division, Change, Time and the Metric System. The course may be offered in both self-paced and paced formats and delivered in various locations in the Capilano region by the Community Development and Outreach Department.

COURSE NOTE

CDMA 003 is equivalent to BMAF 003. Duplicate credit will not be granted for this course and BMAF 003.

REQUIRED TEXTS AND/OR RESOURCES

Tagami, W and L. Girard (2022) Adult Literacy Fundamentals Mathematics Book 3. BC Campus Open Textbooks <https://open.bccampus.ca/browse-our-collection/find-open-textbooks/?uuid=ba6b1833-9b65-4c75-8f10-a395c21d1c8f&contributor=&keyword=&subject=Math>

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

Learning Outcome <i>Students will be able to . . .</i>	Sub-outcomes / skills <i>By achieving this broader outcome, students will demonstrate that they can also . . .</i>
1. Evaluate expressions using multiplication and division with carrying and with/without remainder	<ul style="list-style-type: none"> • Memorize division and multiplication facts • Recognize the relationship between X and -/- • Estimate products and quotients • Solve single and multi-step multiplication and division word problems reflecting real life situations • Apply multiplication and division to real life situations • Apply or use examples of keywords
2. Divide and multiply whole numbers by 10, 100's, and 1000's.	
3. Translate multiplication and division into mathematical expressions to solve multi-step word problems reflecting real life situations	
4. Demonstrate division by regrouping	
5. Use mathematical vocabulary and language to communicate concepts	
6. Recognize basic metric units	

The learning outcomes in this course meet those for Adult Literacy Fundamental Mathematics (ALFM) in the BC ABE Articulation Handbook 2021-22 edition. https://www2.gov.bc.ca/assets/gov/education/post-secondary-education/adult-education/abe_articulation_handbook_2021-2022.pdf

COURSE CONTENT

Unit	Topic
1.	Number sense
2.	Addition
3.	Multiplication
4.	Division
5.	Change, Time and the Metric System

EVALUATION PROFILE

Students must attain a grade of 75% or higher on each unit test and the final test to receive credit for this course.

GRADING PROFILE

Credit/No Credit

Grading System explanation

Credit = 75—100%

No Credit = 0—74%

Incomplete Grades

Not applicable. Students may be assigned “NC” (No credit) if they require more time to finish the course.

Late Assignments

Late assignments will be accepted. Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.

Make-up exams, quizzes and/or tests are given at the discretion of the instructor.

*** Accommodations can be made to honour community needs and traditional practices.

Attendance

Students are expected to attend all classes and associated activities.

English Usage

Students are expected to proofread all written work for any grammatical, spelling, and stylistic errors.

Electronic Devices

Students may use electronic devices during class with instructor approval only.

On-line Communication

Instructors will contact students by phone or text.

UNIVERSITY OPERATIONAL DETAILS**Tools for Success**

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-services/>

Capilano University Security: download the [CapU Mobile Safety App](#)

Policy Statement (S2009-06)

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information:

<https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.