



# Syllabus

## Adult Basic Education and Literacy & GED Preparation



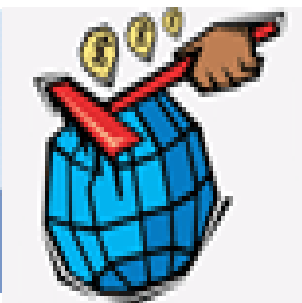
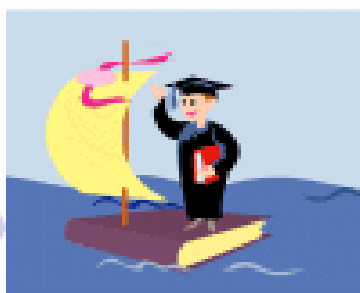
**Instructor:** Mr. Frank Hunt, WCCCD ABE/GED Instructor

**Subjects:** MATHEMATICS, SCIENCE

*“Education is an ornament in prosperity and a refuge in adversity.”*

*“Education is our passport to the future, for tomorrow belongs to the people who prepare for it today.”*

*“Success is to be measured not so much by the position that one has reached in life as by the obstacles which he has overcome.”*



# **WCCCD ABE/GED Class Syllabus – Mr. Hunt**

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The WCCCD ABE/GED Class Syllabus is a general outline of class requirements, rules, policies, coursework, and activities for students to follow.

For specific WCCCD College policies please contact the office of Adult Education programs:

Ms. Mary E. Jones, District Dean Student Services – Northwest Campus (313) 943-4052.

## **OFFICE CONTACT for Mr. Hunt**

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Phone: (877) 295-4390

Email: [Advancestar@yahoo.com](mailto:Advancestar@yahoo.com)

## **Class Meeting Times**

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Monday & Thursday 5:30 P.M. – 9:20 P.M.

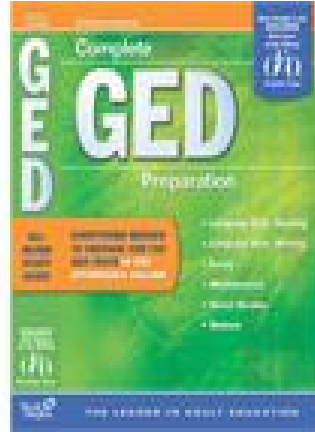
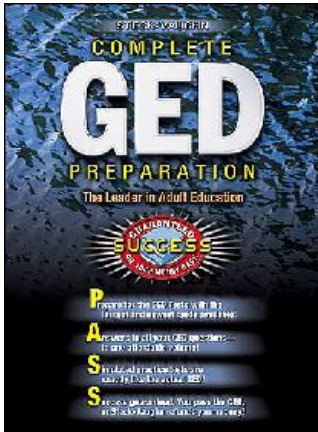
## **Class Description**

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The WCCC GED program is a sixteen-week course that covers Math and Science necessary to pass those applicable areas of GED.

This course is focused on teaching you the "nuts and bolts" of Math and Science.

## Textbook



COMPLETE GED PREPARTATION, Steck-Vaughn

Mathematics/Science, pages (varies by book)

## Calculator

For Mathematics, the acceptable calculator to use is the Casio fx-260. This calculator can be purchased in the WCCCD bookstore, Targets, Wal-Mart, etc. DO NOT use any other calculator. Getting accustomed to the Casio fx-260 will better prepare you for the test. If you do not know how to use the Casio fx-260 in class, you will not know how to use it on the GED. There will not be a last minute crash course in learning how to use the Casio fx-260. You will only learn and gain experience with the Casio fx-260 in the sixteen weeks of this class.



- **Students will not be allowed to use any other calculator other than the one used on the GED – the Casio fx-260**

# Accessing and Viewing Lesson Plans at Advancestar - [www.advancestar.com](http://www.advancestar.com)

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The Internet on the computer provides an excellent way for students to look up and review past, present, and future assignments. Each student can go to the website [www.advancestar.com](http://www.advancestar.com) and view lesson plans, assignments, and other information. There will be a total of 16 Lesson plans. Each student will be reminded what week it is and what lesson plan the class will be working on. In the lesson plan the student will find:

- 1) Math/and or Science lesson
- 2) Newspaper Articles
- 3) Informative Handouts

**\*REMEMBER YOU MUST COME TO CLASS TO GET AN EXPLANATION (BREAKDOWN) OF ALL ASSIGNMENTS**

## Computer access – Where to go

There are numerous places a student can get to a computer. Computer access is available at:

- 1) All WCCC School locations
- 2) Home/Relative/Friend's House
- 3) Detroit Public Library
- 4) Work
- 5) Any Fedex/Kinko Location (Pay Service)
- 6) Internet Café's (Suburbs)

**Know where to go and make sure it is available before you go. Never assume just because a place has a computer that you will be able to use it.**

## Very Important things to remember before going to access a computer:

- 1) **Make sure the place you are going to is open**
- 2) Make sure the computer you are going to has Internet Access. Just because someone or someplace has a computer does not necessarily mean that they have Internet Access. You must have internet access to view all pages at <http://advancestar.com/LessonPlan.htm>
- 3) Make sure the computer you are going on is connected to a printer that has at least 10 to 20 sheets of paper if you plan on doing any printing. Also, get permission to print. Paper costs!

## Handouts

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Handouts can be printed out from the website and brought to class if so desired.

# CLASS ROOM POLICIES

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Students are expected to conduct themselves with the utmost honor and integrity, and behave and perform as adults by demonstrating respect for course instructors, their peers and themselves; participate in all course activities with purpose and a positive attitude; and abide by course policies.

## Attendance

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### ALL ATTENDANCE RULES WILL BE STRICTLY ENFORCED

Students are expected to attend each and every class session

### ATTENDANCE RULES

Attendance will be tracked as:

- 1) **A = Absent – Student missed class**
- 2) **T= Tardy – Student was late for class**
- 3) **L= Left Early – Student left class before class was dismissed**
- 4) **X= Excused – Student has official authorization from administration to be admitted back to class**

**Any Student accumulating 3 Absences or habitual “Left Earlys,” or a combination of these will not be allowed back into class without a written consent from administration. NO EXCEPTIONS FOR ANYBODY!**

### LEAVING EARLY

Except in the rare case of an absolute emergency, leaving the classroom during class time is considered rude and inappropriate and will not be tolerated. Only when class is dismissed should students leave the room. In a special situation where a student needs to leave early on a particular day, he/she should discuss the matter with the instructor **BEFORE** class

**LEAVING EARLY CREATES BAD HABITS for others to follow. YOU LEAVE EARLY means others will feel they have permission to make excuses**

- Students must have a legitimate reason for leaving early before class ends
- If a student leaves early, they will be marked “L” for Left Early
- Having the pager or cell phone timed to vibrate somewhere between 8:00 and 8:30 p.m. to indicate “that’s my ride,” is not a legitimate excuse
- Having a ride arrive at 8:30, 9:00, etc. is not a legitimate excuse
- Putting on your coat or jacket and gathering up your stuff does not mean its time to go, nor does it suggest to Mr. Hunt that it is time to go

# The Instructor determines when the class will start and when it will end

## Apparel and accessories

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### DRESS CODE

- All rules for Dress Code Policy are **Strictly Enforced**. Clothing should be appropriate for learning and reflect a healthy business-like atmosphere. **Modesty** is essential and will be demanded. Revealing, distracting and suggestive clothing is not conducive to the learning environment and therefore is not permitted.
- No T-shirts/clothing with profanity, alcohol or drug endorsement or are sexually suggestive or discriminating, and no T-shirts/clothing that reveals excessive skin
- No mini-mini skirts
- No visual display undergarments. This includes bra straps.
- No hats or bandannas

### CELL PHONES

- All cell phones and pagers must be turned off or to vibrate! No exceptions!
- Do not use the cell phone in the classroom! No exceptions!
- Do not expect calls to your cell phone in the classroom!  
Example: Your Mother, Father, Boyfriend, Girlfriend, etc. calls you every 20 minutes while you are in class. Please tell your parents, relative, or friend to call you before or after class. We understand every body has life issues. But, the classroom is not the environment to be dealing with it.
- No 8:00 – 9:00 Rush! Timing your cell phone to ring at 8:30, 8:45, etc. just to say, “Mr. Hunt, my ride is outside” is not acceptable as an excuse.

### HEAD PHONES

- Use of IPODS, MP3 Players, Headphones, or any other device used to listen to music, meditation, etc. are not allowed. No exceptions! The instructor is the only person you should be listening to and learning from.

## Conduct

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Misconduct in this class will constitute the student's immediate dismissal from class. All students are expected to demonstrate consideration and respect for all others, including the professor.

### CURSING, FOUL, AND INAPPROPRIATE LANGUAGE

- No cursing in the class. Cursing is an offence to both the instructor and to other students in the class
- No inappropriate language is to be used that sexually, religiously, or personally offends someone

**Cursing or the use of inappropriate language in the classroom will be cause for dismissal from the classroom**

## CLASS PARTICIPATION (HOW TO ASK OR ANSWER A QUESTION)

- Raise your hand to answer/ask a question. It is rude to interrupt the instructor when he/she is teaching the class. Second, it is disrespectful to talk over, through, or around a fellow-student when it is not your turn.
- **Do not answer a question with the intent to offend someone else in the classroom.**  
Example: The class is asked to list their favorite restaurants they like in Detroit. A student is asked to share their list with the class and says, "I think Burger King is one of the better restaurants in Detroit." Next, a fellow classmate shares their list of favorite restaurants with the intent to make a personal offensive remark about what was previously said. The fellow-student says, "first, I don't eat at Burger King, McDonalds, and all that – those are for **fat** people! I eat in places like Old-Country Buffet, Red Lobsters, etc."
- Cursing in response to a question, to the person who asked the question, or to the instructor will not be tolerated
- Class participation does not mean getting into small groups or next to your neighbor and talking.
- If you think your question has not been properly addressed, please see the instructor **after** the class

**Questionable answers and responses with the intent to offend someone else in the classroom will be cause for dismissal from the classroom**

## MISCELLANEOUS

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Anything deemed disruptive to the teaching environment or offensive to others is not allowed

### FOOD/DRINKS

- No open visible containers or bags of food or drinks are allowed in the classroom

### REASONABLE ACCOMMODATIONS

Reasonable accommodations for students with disabilities will be given as follows:

- Students who have vision problems get seats in front closest to blackboard
- Students who have hearing problems get seats in front closest to blackboard

### GRADES

Students will be graded on quiz, test, and essay assignments as a way to evaluate how much has been learned in the classroom

### PERSONAL

If there is anything that needs to be discussed personally as it relates to class attendance, learning and performance in the class, etc. please discuss it one-on-one with the instructor before or after class. Do not pull the instructor in the hallway during class to discuss any problems.

# Math Subject Outline

The course will cover material from lessons 1 – 27 in the COMPLETE GED PREPARATION Book. Lessons 1 – 27 in the book does not correspond to any specific lessons that will be taught. There are no 27 math lessons or class sessions to be taught. One or several “book” lessons may comprise a single class session being taught by Mr. Hunt. For example, book lessons 5, 11, and 14 from the book may be taught in a single class session. And, it may be done more than once. In addition, material derived from various sources will supplement all lessons too.

<b>Lesson</b>	<b>Title</b>	<b>Pages</b>
1	Numbers and Operations	458-462
2	Operations with Whole Numbers	463-468
3	Steps for Solving Word Problems	469-472
4	Steps for Solving Multi-Step Problems	473-478
5	Introduction to Fractions	479-482
6	Fractions, Ratios, and Proportions	483-488
7	Operations with Fractions	489-496
8	Introduction to Decimals	500-503
9	Operations with Decimals	504-507
10	Decimals and Fractions	511-513
11	The Meaning of Percent	517-521
12	Solving Percent Problems (Part 1)	522-524
13	Solving Percent Problems (Part 2)	525-530
14	Measurement and Data Analysis	536-540
15	Measuring Common Figures	541-546
16	Measures of Central Tendency and Probability	547-552
17	Tables, Charts, and Graphs	553-556
18	Algebra	561-567
19	Equations	568-574
20	Exponents and Roots	575-580
21	Factoring and Inequalities	581-585
22	The Coordinate Plane	586-593
23	Geometry	598-603
24	Lines and Angles	604-607
25	Triangles and Quadrilaterals	608-612
26	Irregular Figures	613-615
27	Working with Right Triangles	616-622



# Science Subject Outline

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Science will cover and not limited to the following areas:

## Unit 1- Earth Sciences

Geology: The Study of Earth's Formation  
Meteorology: The Study of Earth's Weather  
Oceanography: the study of Earth's Oceans  
Earth Sciences Exercise

## Unit 2- Biology

What is biology  
Comparison of plant and animal cells  
Growth, energy and how life exists  
Evolution Genetics and Heredity  
Taxonomy

## Unit 3- Physics

Physics Intro  
Forces  
Friction  
Energy  
Liquids  
Heat and Energy

## Unit 4- Chemistry

Chemistry Intro  
Matter  
Elements and Compounds

## Unit 5- Astronomy-Intro

Big Bang  
Our Solar System  
Milky Way Galaxy  
Other Galaxies  
Astronomy Exercise

- Again, the lessons will NOT be taught in any certain order or on any specific days. Supplemental material will be incorporated in all classroom lessons. Please check the lesson plan for the corresponding week of the class.

# **Computer-based training & Job Skills Lessons Outline**

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**Computer-based and Job Skills lessons will be incorporated into this course.**

**Some Computer-based training (Keyboarding, Internet Access, etc.) will be introduced and practiced as a part of this course.**

**Job Skills training will be incorporated into some of the Lessons being taught.**



**YES WE CAN!**