

**Orientation Seminar, Math 299E**  
**2 credits, Fall 2013**

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Meeting Time: 9:00 – 9:50 MW  
Web Site: <http://www.cwu.edu/~lundin/courses.htm>  
Meeting Place: Bouillon Hall, Room 112  
Office Hours: 10-11 MWF, 11-12 TTH

**Students With Disabilities**

Students with disabilities who wish to set up academic adjustments in this class should give me a copy of their “Confirmation of Eligibility for Academic Adjustments” from the Disability Support Services Office as soon as possible, so we can discuss how the approved adjustments will be implemented in this class. Students who need this form should contact the Disability Support Services Office in Bouillon 205 at [dssrecept@cwu.edu](mailto:dssrecept@cwu.edu) or call 963-2171.

**Texts**

- (1) [\*Principles and Standards for School Mathematics\*](#) by the National Council of Teachers of Mathematics (NCTM). It is available online at [www.nctm.org](http://www.nctm.org) . You can get a trial membership for free (90-day);
- (2) [Washington State Standards](#)
- (3) [Common Core Standards](#) ([OSPI Web Site](#))

**Supplies**

- (1) [LiveText](#): You will need to purchase this for your own use.
- (2) Inexpensive Paper Notebook

**Course Description**

This course introduces students to CWU’s secondary mathematics program and guides them into tutorial practice. Students must complete 20 hours of service learning tutorials, keeping structured notebooks of their tutorial experiences and documenting those experiences which align with the NCTM Process Standards. They must also deliver brief presentations about these experiences. Students will begin construction of a mathematics education electronic portfolio in LiveText to document those experiences aligning with the NCTM Standards.

**Learner Outcomes:** Students will document tutorials and reflect on them in LiveText.

<b>Learner Outcome</b>	<b>Assessment</b>
Initiate Mathematics Education Proficiency Portfolios (MEPP)	Present electronic (LiveText) portfolios in which artifacts are tutorial problems and reflections explain how students resolved those problems via the NCTM Standards.
Teach Problem-solving Using a Variety of Strategies	Document teaching a problem-solving tutorial and reflect on the tutorial’s effectiveness.
Teach Communication of Mathematical Understanding	Document teaching communication of mathematics and reflect on the tutorial’s effectiveness.

Teach Mathematical Reasoning	Document teaching mathematical reasoning and reflect on the tutorial's effectiveness.
Teach Making Connections	Document teaching making connections between various areas of mathematics and between mathematics and science and reflect on the tutorial's effectiveness.
Teach How to Use Mathematical Representations	Document teaching the use of mathematical representations and reflect on the tutorial's effectiveness.

## Work Required

### Content of Notebooks (40% of your Grade)

Section 1 This Syllabus

Section 2 Assignments (in order, by date assigned)

Section 3 Tutor-Tutee observation chart

Section 4 Six Artifacts and Six Reflections, one each for each of the five NCTM Process Standards (typed). These must be uploaded to LiveText. For the format of Artifacts and Reflections, see the [Notebook Entry Form](#).

Section 5 A One-page synopsis of your tutoring experience. In particular you must state what experiences helped you learn and what experiences might have helped you learn better. (typed)

### LiveText Portfolios (40% of your grade)

Three Artifacts per Standard

Three Reflections on Artifacts per Standard (See Learner Outcomes)

### Presentations (10% of your grade)

One or more brief presentations of "case studies" of your tutorials with either resolutions or questions

### Attendance (10% of your grade)

This class will NOT work well without your attendance. After we establish tutoring schedules we will only meet on Mondays. The meetings will serve as communication forums about the success of your tutorials. Be there.

## Grades

Portfolios—approximately 40% of your grade

Exemplary (5 pts)	Proficient (4 pts)	Partially Proficient (3 pts)	Incomplete (0 pts)
Demonstrates exemplary preparation in teaching a standard.	Demonstrates proficient preparation in teaching a standard.	Demonstrates partially proficient preparation in teaching a standard.	Demonstrates incomplete preparation in teaching a standard.

Notebooks and Presentations—Respectively, 40% and 10% of your grade

Exemplary (5 pts)	Proficient (4 pts)	Partially Proficient (3 pts)	Incomplete (0 pts)
Demonstrates exemplary teaching to a Standard	Demonstrates proficient teaching to a Standard	Demonstrates partially proficient preparation in teaching to a Standard.	Demonstrates incomplete teaching to a Standard

## Final Grading Scale

93-100%	90-92%	87-89%	83-86%	80-82%	77-79%	73-76%	70-72%	67-69%	63-66%	60-62%	<60%
A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F