Workplace Math 10 – ONLINE - Course Outline

Read this course outline before starting your course

Course Overview

Course content is delivered entirely online while assignments are submitted on paper, or by digital delivery through an online "drop-box". This course consists of 7 units. Each unit consists of a group of lessons, and has a learning guide that is submitted for marking. After each unit is a supervised test that must be written. The Midterm Exam covers Units 1-4, and the Final Exam covers Units 5-7. Both are paper based and must be supervised.

Accessing Your Course

If you have problems logging in, please contact the school.

Course Evaluation

The marks breakdown is listed below.

School Mark	
Learning Guides	20%
Unit Tests	40%
Midterm Exam	20%
Final Exam	20%

Materials Required for the Course

Calculator, Grid Paper, Computer with Internet Access, Email Account

Important ** Important ** Important

1. Email is one of the best ways to communicate with your teacher. If leaving a message by phone, be sure to leave a clear message with your name and phone number.
2. To book a test call the school and ask for the testing center. Our test supervisor will help you to arrange a time that works for you. If leaving a message on her answering machine, speak clearly and leave your full name and phone number.
3. Tests written prior to assignment submissions are held for marking until the assignments are received.
4. **There are no test rewrites and no assignment resubmissions.** Do not send in blank questions. Seek the help you need before your paper is marked, not after.
5. Self Marking Assignments. Each lesson has self-marking activities with answer keys provided. Checking your work, helps check your understanding as you proceed through the course. Do all practice work before attempting your send in assignments.
6. **Updates, Errors, and Omissions** - Check your teacher's website for any updates, errors, or omissions to your course materials before beginning. If you find a mistake that has not been identified, help others by reporting it to your teacher.
7. **Lost Assignments** - If an assignment is lost in transit, students are required to resubmit the "lost assignments" for marking. It is a good idea to make a copy of your assignment before submitting it.
8. Contact your teacher if you will not be working on your course for a period of time
9. **Course Expiry** - You have 12 months from the start of your course before your course expires without extension.
10. **If you need to complete a percent of this course to attend your school valedictory ceremony**, **you must have that percent of the course completed and turned in by April 15 at the latest.** Previous experiences have shown that failure to meet this deadline will prevent you from participating in the Valedictory Ceremony.
11. **Academic Probation and Withdrawal** - Students must be actively working on their courses on a regular basis as indicated by submission of assignments, test completion, or communication with their teacher. Lack of regular activity results in a student being placed on Academic Probation. Continued lack of activity then results in withdrawal from the course. Contact you teacher if you need more than three weeks to submit your next assignment or write your next test, or if you are getting behind. It is your responsibility to communicate your circumstances to your teacher

Workplace Math 10 – Completion Schedule

DE allows students flexibility in school work; sticking to a schedule ensures timely completion to achieve your goals. **Use the following table to complete your course in 19 weeks (1 semester)**. You may choose to complete the course faster or slower. You have one year until your course expires.

Week	Activities
Week 1	Probability – Lessons 1, 2, 3
Week 2	Probability – Lessons 4 , Learning Guide & Unit Test
Week 3	Graphs - Lessons 1, 2, 3
Week 4	Graphs - Lesson 4, Learning Guide & Unit Test
Week 5	Measurement – Lessons 1, 2, 3
Week 6	Measurement – Lesson 4, 5
Week 7	Measurement - Learning Guide & Unit Test
Week 8	Trigonometry –Lessons 1, 2, 3
Week 9	Trigonometry – Lessons 4, 5, Learning Guide & Unit Test
Week 10	Midterm Exam
Week 11	Surface Area & Volume – Lesson 1, 2, 3
Week 12	Surface Area & Volume – Lesson 4, 5, 6
Week 13	Surface Area & Volume – Lesson 7, Learning Guide & Unit Test
Week 14	Averages – Lesson 1, 2, 3
Week 15	Averages - Learning Guide & Unit Test
Week 16	Finances – Lesson 1, 2, 3
Week 17	Finances – Learning Guide & Unit Test
Week 18	Final Exam

Unit Breakdowns:

Unit 1 – Probability: Conducting an experiment; Conducting a simulation; Theoretical probability;Theoretical vs experimental probability; Learning Guide; Unit Test

Unit 2 – Graphs: Line graphs; Bar graphs & histograms; Circle graphs; Pictographs & infographs; Learning Guide; Unit Test

Unit 3 –Measurement: Comparing Systems of Measurement; Converting between systems of measurements; Mass and Weight in Imperial System; Mass and Weight in SI; Learning Guide; Unit Test

Unit 4 – Trigonometry: Pythagorean Theorem; Trigonometric Ratios; Sine Ratio; Cosine Ratios; Tangent Ratios; Learning Guide; Unit Test

Midterm Exam

Unit 5 – Surface Area & Volume: Surface area of 2D shapes; Surface area of prisms & cylinders; Surface area of pyramids, cones & spheres; surface area of composite figures; Volume of right cylinders and right pyramids; Volume of right cones and spheres; calculating volume; Learning Guide; Unit Test

Unit 6 – Averages: Statistics, data and mean; Mode, median and range; Central tendency; Learning Guide; Unit Test

Unit 7 – Finances; Salary, hours and overtime wages; Alternative methods of compensation; Pay statements & calculating gross and net pay; Learning Guide; Unit Test

Final Exam

This course is based on the learning outcomes for Workplace Math 10 viewable at:
https://curriculum.gov.bc.ca/curriculum/mathematics/10/workplace-mathematics