Journal Guidelines
Bloom

The journal is an ongoing project that will span the entire semester. It will summarize the course and provide you with an invaluable study resource.

The journal will be turned in prior to all exams.

Follow the following guidelines:

• You must turn in your journal in a separate folder. I do not want your class notes. The journal must be completely separate.
  – The folder can be of any type but three ring binders work best.
  – Each section must be clearly labelled.

• The journal will have three sections

1. Glossary
   Each chapter contains terms which will be defined. For each term you will need to define the term and then provide an example. You can use the textbook definitions, my definitions, or put the definitions in your own words.
   – Glossary Format
     
     Example: Set-A set is a collection of objects, called elements, enclosed in braces
     \[ A = \{2, 4, 6, 8, \ldots\} \]

2. Methods
   In this section you will be responsible for detailing IN WORDS the steps involved in solving the designated problems. I will provide a list of those methods that must be included. You are free to include more if you would like. For each method you will write out step-by-step instructions and present an example that illustrates that method. The example must be one of your own creation, not one from me or the text. The method section must be laid out as follows:
   – Title-The method to be outlined.
   – Steps-Numbered instructions for how to solve the type of problem.
   – Example-Laid out beside the corresponding instruction illustrating the method being described.
To Add Fractions Without a Common Denominator

<table>
<thead>
<tr>
<th>Steps</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Identify the Least Common Denominator</td>
<td>( \frac{2}{3} + \frac{3}{4} )</td>
</tr>
<tr>
<td>2. Multiply each fraction by &quot;fancy one&quot;</td>
<td>( \frac{2}{3} \cdot \frac{4}{4} ) + ( \frac{3}{4} \cdot \frac{3}{3} )</td>
</tr>
<tr>
<td>3. Perform multiplication to rewrite over LCD</td>
<td>( \frac{8}{12} + \frac{9}{12} )</td>
</tr>
<tr>
<td>4. Add numerators and write sum over common denominator</td>
<td>( \frac{17}{12} )</td>
</tr>
<tr>
<td>5. Simplify if possible</td>
<td>( \frac{17}{12} )</td>
</tr>
</tbody>
</table>

3. Chapter Review

In this section you will be responsible for doing all of the chapter review exercises. There will be chapters from the text where I limit the problems expected of you, but I will let you know that in advance. The purpose of this section is to supplement the daily homework. Math is a skill and, as such, needs to be practiced to be perfected. The chapter reviews usually consist of more than one hundred problems. If you wait until the night before the test you will not be able to complete it and your grade will suffer as a result. The best idea is to work on the review a little at a time as we move through the chapter. You will find that the chapter review is reflected on exams.

- There are several reasons I have you do the journal.
  - Writing the methods and defining the terms will help to solidify the concepts in your mind prior to exams.
  - At the end of the course you will move on to the next class and will sometimes want to go back and review a concept that you have seen before but don’t remember (and you may not have your text book anymore).
  - At the end of the semester you will need to review for the final and it will be easier to review 25-30 pages of notes instead of picking out the important information from the text or your notes (which may not be complete or may be littered with doodles).
  - The journal should be an opportunity for you to review each class, pull out the most important concepts, organize your thoughts, and develop questions you can ask in class. Often the chapter review exercises will require you to put the concepts together and will lead to questions that require you to go more in depth in your understanding.

This is a valuable tool that should be given time and taken seriously. Every semester I see a direct correlation between the effort put in to the journal and the grades on the test. Taking the time to organize your work, pay attention to details, and complete the journal is an invaluable tool for preparing for each chapter’s test and the final. Give the journal the time and effort it requires.