

Collin College - Continuing Education COURSE SYLLABUS

COURSE INFORMATION

Course Number: TEST 9000

Course Title: GMAT Test Preparation

Course Description: The Graduate Management Admissions Test (GMAT) Preparation Review concentrates on developing skills to answer analytical writing, integrated reasoning, verbal ability, and quantitative ability questions.

Suggested Course Prerequisite(s): N/A

Course Resources: Textbook

Student Learning Outcomes: Ability to use testing strategies and tactics to process the GMAT topics as follows:

1. Writing one essay in 30 minutes that analyzes an argument prompt.
2. Answering 12 integrated reasoning questions in 30 minutes covering graphics interpretation, two-part analysis, table analysis, and multisource reasoning.
3. Answering 37 questions in 75 minutes which include 22 problem solving questions and 15 data sufficiency questions.
4. Answering 41 questions in 75 minutes for three question topics; 12 critical reasoning questions, 13 reading comprehension questions, and 16 sentence correction sentences.

Withdrawal/Refund Policy: Tuition refund policy for Continuing Education courses

- 100% refund - If course dropped 2 business days before scheduled class day
- 80% refund - If course dropped one day before or if course dropped before the start time of the first class meeting
- No refund after the start time of the first class meeting
- The only refunds that will be considered as an "exception" are due to unforeseen medical condition (document required) or death in the family (documentation required).

Americans with Disabilities Act: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student's responsibility to contact the ACCESS office, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

Course Sessions: Listed are guidelines to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, assignments, and days.

Lesson Plan – by week or session:

1. Overview of GMAT contents/introduction to quantitative section/problem solving presentation/quiz 1
2. Problem Solving – arithmetic presentation featuring fractions, decimals, factors, multiples, properties of numbers, percents, ratios, proportions. Targeted review questions.
3. Problem Solving – algebra presentation featuring translations, exponents, roots, calculations, equalities/inequalities, functions, symbols, and sequences. Targeted review questions.
4. Geometry presentation featuring lines, angles, triangles, quadrilaterals, other polygons, circles, volumes, 3-D figures, and coordinate geometry. Targeted review questions.
5. Statistics covering averages, median, range, mode, and standard deviation. Targeted review questions.
6. Probability/permutations and combinations covering two or more events, independent and dependent events. Targeted review questions.
7. Verbal section introduction featuring reading comprehension questions/six step method for tackling questions/diagnostic quiz.
8. Critical reasoning presentation focusing on arguments, facts, and inferences /four step method for questions/diagnostic quiz.
9. Sentence correction presentation/GMAT grammar 101/four step method for questions/diagnostic quiz.
10. Analytical writing assessment presentation/additional practice/overall GMAT summary/evaluation of instructor.