

MAC 1105 – Basic College Algebra
Spring 2017
Course Syllabus

Course Coordinator:
Lacey Johnson

Course Calendar

Month	Monday	<u>Tuesday (T)</u>	Wednesday	Thursday (R)	Friday
January	2	3	4 Classes Begin	5	6
	9	10 D1(M1,2)	11	12	13
	16 No School	17 D2(M3,4)	18	19	20
	23	24 D3(M5,6,7)	25	26	27
February	30	31 D4(M8,9)	1	2 Exam 1, U1 (M1-7)	3
	6	7 D5(M10,11)	8	9	10
	13	14 D6(M12,13)	15	16	17
	20	21 D7(M14,15)	22	23	24
March	27	28 D8(M16,17)	1	2 Exam 2, U2 (M8-15)	3
	6 No Class	7 No Class	8 No Class	9 No Class	10 No Class
	13	14 D9(M18,19,20)	15	16	17
	20	21 D10(M21,22)	22	23	24
	27	28 D11(M23,24)	29	30	31
April	3	4 D12(Review)	5	6 Exam 3, U3 (M16-24)	7
	10	11 D13(Review)	12	13	14
	17	18 Review Exam 4 (M1-24)	19 Classes End	20 Reading Day	21 Reading Day
	24	25	26	27	28

Key: M = Module, D = Discussion Activity, U = Unit

Example: D1(M1,2) means you will complete the first discussion activity on Modules 1 and 2 in the classroom that day. U1 means MyMathLab module assignments for Unit 1 (Modules 1-7) are due that day.

Note: Exams are given from 8:30-10:00 pm at night on the specified days above. You can find more information about the exams in the Syllabus under Exam Information and in Canvas on the Home page under the Exam Information tab.

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Course Description

Welcome to MAC1105 Basic College Algebra!!

MAC 1105 is a review of Algebra designed to prepare students for MAC1140 or MAC1147.

This is a HYBRID COURSE: the course content is divided into 24 modules that are delivered **online** via videos lectures that can be found on the course website (canvas) and through the course textbook. **You should be completing two modules per week.** You should begin completing modules during the first week of classes. **YOU ARE RESPONSIBLE FOR ENGAGING IN THE CONTENT ON YOUR OWN TIME!**

Students are assigned to discussion sections which meet in **classrooms** on Tuesday. You must attend the class section you are registered for. You can find your section by viewing your class schedule.

Each module has its own set of learning objectives. Learning objectives are what you should be able to do after completing a module. You should read these objectives before AND after reading the textbook and watching the lectures. For each learning objective you should ask yourself the following questions: do I understand all vocabulary stated in this objective, do I understand the concepts of this objective, can I do problems that assess this objective. Once you feel confident in your understanding, move on to the module assignments. It is very important that you develop CONCEPTUAL understanding of the material.

Example: Consider the following two questions.

Question 1

Consider $f(x) = -x^2 + x + 6$

Find the a) vertex, b) x-intercept(s), and c) y-intercept.

Question 2

The height, h , in feet of a ball propelled upward as a function of time, t , in seconds is given by $h(t) = -t^2 + t + 6$

Find a) the maximum height of the ball, b) the time the ball reaches its maximum height, c) the time when the ball hits the ground, and d) the initial height of the ball.

These questions might look different, but they are the same question. They ask for the same information, use the same function (don't be fooled by the different variables), assess the same concepts, and require the same procedures to solve. The maximum height and time it occurs at is the vertex, the time when the ball hits the ground is the x-intercept, and the initial height of the ball is the y-intercept.

If you only memorize procedures and do not understand concepts, you will probably be able to do question 1, but not question 2. Exams will assess your conceptual understanding **and** your procedural ability.

Instructor Information

Course Coordinator

Lacey Johnson

Office: LIT 487

Office Hours: Monday Period 7 (1:55-2:50), Tuesday Period 5 (11:45-12:35), Wednesday Period 6 (12:50-1:40), or by appointment.

Phone: (352)-294-2383

Contact:

- Important information will be distributed via email on the course website (Canvas: ufl.instructure.com). Check daily!! This is a hybrid class, which means you **MUST** pay attention and check your Canvas email every single day. That is my main contact with you.
- When you email me please do the following: login to Canvas, click inbox, compose, select course and my name as the recipient. **Use a subject that includes both your name and section number.**

EMAIL POLICY: Your emails should be answered within 24 hours. **Please check the Syllabus and your inbox BEFORE emailing with questions.** Emails pertaining to information that is already addressed in the syllabus and/or an email will **NOT** take precedence and may not be answered at all.

It is your responsibility to read the syllabus and check emails daily. I can not stress this enough!!

Do not hesitate to ask for clarification or help on any problems or concepts!

Online Video Lecturer

Sue-Yen Patane

Discussion Leaders (TA), Office Hours, and CLAS Teaching Center

Your discussion leader (TA) is your main resource for assistance with the course. They will be the person who runs your discussion section once a week. You can find out who your TA on your schedule or <https://math.ufl.edu/courses/mathematics-department-spring-2017-schedule/> (Links to an external site.) (make sure to refresh the page each time you visit this link).

Your TA and course coordinator will hold weekly office hours. Office hours are weekly scheduled times where you can ask questions and seek assistance with the course. Office hours take place in the office of the TA or course coordinator. You are free to visit the scheduled office hours of **any TA or the course coordinator** without making an appointment. You do not need to ask permission to come to scheduled office hours or limit yourself on how many times you attend. If you need to see either your TA or the course coordinator outside of the scheduled office hours please email to make an appointment.

Teaching Center at Little Hall is a place where you can get free tutoring from math TAs. It is located in Little Hall 215 and is open from 10 am - 4 pm Monday through Friday. You are free to go to the center any time. Your TA will be in the teaching center for one hour every week. The times when your TA will be there are listed below.

Ankush Goswami

Sections: 7587 (Tuesday Period 4), 7594 (Tuesday Period 5),

Email: through canvas

Office: LIT 403

Office Hours: TBD

Little Hall Teaching Center: Monday Period 4 (10:40-11:30)

Ruize Yang

Sections: 7598 (Tuesday Period 6), 7603 (Tuesday Period 7), 2D86 (Tuesday Period 8)

Email: through canvas

Office: LIT 435

Office Hours: TBD

Little Hall Teaching Center: Monday Period 3 (9:35-10:25)

Course Materials

Canvas is your main resource for this course. It is where you will access the materials listed below as well as your grades, emails, and other information. You can access canvas by going to <https://ufl.instructure.com/> and then using your Gatorlink username and password to login.

MyMathLab and course textbook:

1. MyMathLab (MML) is a companion website for the course textbook. **Be sure to allow pop-ups when using MML.** You will complete some assignments for the course in MML. Grades from MML will be imported into the canvas gradebook. When the grades are updated you will be notified via email.
2. **To acquire MML** click [here](#). **Do NOT go to the bookstore or anywhere else to gain access. It does cost money to access MML.** This only needs to be done once. **This must be done as soon as possible.**
3. If you are having trouble accessing MML, there will be a Pearson Bookstore Help Desk setup on Monday, January 9th from 12:00-5:00 pm in the UF Bookstore. Stop by the help desk if you have questions about required course material, need assistance registering into your software, are experiencing any technical difficulties, or if you have any other concerns.
4. **College Algebra, 11th edition**, by Lial, is the textbook we will be using this semester. You will have access to an electronic version of the text (ebook) through MML. You do **NOT** need to purchase a hard copy of the book, but you may if you wish.
5. **AFTER YOU HAVE GAINED ACCESS TO MML** by following the instructions above in section 2: to access MML for the remainder of the semester go to Canvas, click the MyLab and Mastering link on the sidebar, and then click either MyMathLab All Assignments (to access only assignments) or MyMathLab with Pearson eText Course Home (to access both ebook and assignments).

Modules:

- The content of this class is presented entirely online via video lectures and textbook readings. **You are responsible for engaging with the content.** The content for this course is divided into 24 modules that are grouped into three units. To access the content, go to Canvas. **The 24 modules are on the home page.** In each module there are: the module learning objectives, assigned textbook readings, video lectures, and links to PDF copies of the corresponding module lecture notes. The lecture notes match up with the video lectures. Unit 1 consists of modules 1-7, Unit 2 consists of modules 8-15, and Unit 3 consists of modules 16-24.
- You have **completed a Module** if you have completed all of the following:
 - read the assigned textbook sections
 - watched the video lectures and taken notes, and
 - completed the MML module homework assignments
 - completed the MML module quiz assignments
- The recommended course pace is completing **two Modules per week**. You should start completing your first Module assignment during the first week of classes.

Student Guide (recommended but not required):

- PDFs of the lecture notes are available on Canvas as described above, but a bound hard copy of all the lecture notes is available for purchase at Target Copy on University Ave.

Academic Honesty

All students are required to abide by the University of Florida Academic Honesty Guidelines. Students are expected to pursue knowledge with integrity. Violations of the Academic Honesty Guidelines shall result in judicial action and a student being subject to the sanction in paragraph XIV of the Student Code of Conduct. The conduct set forth hereinafter constitutes a violation of the Academic Honesty Guidelines (University of Florida Rule 6C1-4.017)

Student Code of Conduct: <https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/> (Links to an external site.)

Honor Pledge: We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity by abiding by the Honor Code.

The use of unauthorized aids, including but not limited to **calculators**, computation knowledge engines or apps, and work from other individuals, on any assignment is **PROHIBITED**. The use of such aids constitutes a violation of academic honesty. Violations will result in a minimum of receiving a zero on the assignment and may result in further action.

YOUR GRADE IS BASED ENTIRELY ON YOUR WORK IN THE COURSE. Basing your grade on any other factors, providing you with opportunities not available to other students, or providing you with points you did not legitimately earn is extremely unethical. It is unethical for you to ask for this and it is unethical to comply.

Students with Disabilities

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/ (Links to an external site.)) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the **course coordinator (not your TA) IN PERSON** when requesting accommodations. Students with disabilities should follow this procedure as early as possible in the semester.

Student Health and other Concerns

In addition to being students you are also human beings with lives outside of school. It is understood that there are times in your life when due to illness or other circumstances your school work may not take top priority or suffer. It is extremely important that you seek the help that you need AND keep your instructors informed of the situation.

Student Health Care Center: <http://shcc.ufl.edu/> (Links to an external site.) , (352) 392-1161

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc/Default.aspx> (Links to an external site.) , 352-392-1575

Dean of Students at 202 Peabody Hall, <http://www.dso.ufl.edu> (Links to an external site.) , (352) 392-1261 ext. 213

Any of these can provide you with help and other resources in addition to providing you with documentation for your instructors. If your instructors are aware of the situation, then they can be flexible with due dates and work

with you to achieve an optimal situation. You need to inform your instructors of the situation **PRIOR** to assignment due dates. In light of certain situations, it is fair for instructors to allow you to complete assignments after due dates if necessary, but it is not fair to allow multiple attempts on assignments that normally do not allow for this. If you wait until due dates have already passed and assignments are already completed, then your options become limited and the longer you wait in the semester the more limited your options become.

Note: While I will work with you and provide you with extra help and opportunities to succeed in light of any extenuating circumstances, I absolutely will NOT provide you with points you did not legitimately earn, provide you with opportunities not available to other students, or “go easy” on assessing your academic performance. **Personal struggles do not entitle you to a grade you did not earn.** You will still be held to the same academic standards as everyone else in the course. The decision to persevere in the course or not is yours to make.

Extra Help

The Teaching Center Math Lab, located at SE Broward Hall, offers free informal tutoring. (www.teachingcenter.ufl.edu (Links to an external site.))

The Teaching Center at Little Hall is a place where you can get free tutoring from math TAs. It is located in Little Hall 215 and is open from 10 am - 4 pm Monday through Friday. You are free to go to the center any time.

A list of qualified private tutors for hire is available on the UF math website, search “tutors” (www.math.ufl.edu (Links to an external site.))

The Counseling Center offers information on developing your mathematics confidence. Visit their website for more information (http://www.counseling.ufl.edu/cwc/Developing-Math_Confidence.aspx (Links to an external site.))

Other:

<https://www.youtube.com/user/khanacademy/about> (Links to an external site.)

<http://www.purplemath.com/modules/index.htm> (Links to an external site.)

Course Grade

The course grade is based on 500 points. Add up your points, then use the scale below to determine your letter grade. **Your course grade is determined by the number of points** you have and will be strictly enforced. Within one-half of a **point** (not percent) or above will be rounded up to the nearest **point**.

- A = 450-500 points (90%)
- A- = 435-449 points (87%)
- B+ = 420-434 points (84%)
- B = 400-419 points (80%)
- B- = 385-399 points (77%)
- C+ = 370-384 points (74%)
- C = 350-369 points (70%)
- C- = 335-349 points (67%)
- D+ = 320-334 points (64%)
- D = 300-319 points (60%)
- D- = 285-299 points (57%)
- E = 0-284 points

University policy stipulates that a minimum grade of a C must be achieved to obtain Gordon Rule or General Education credit.

Information on UF grades and grading policies

(<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx> (Links to an external site.))

Information on dropping courses and

withdrawals: <https://catalog.ufl.edu/ugrad/current/regulations/info/drops.aspx#drop> (Links to an external site.)

Drops and withdrawal deadlines: <https://catalog.ufl.edu/ugrad/current/Pages/adspring1617.aspx>

The 500 points are accumulated from the following assignments:

- Syllabus Quiz.....5 points
- MyMathLab (includes homework and quizzes).....65 points
- Discussion Activity (best 10 of 13 at 10 points each).....100 points
- Class Participation (best 10 of 13 at 3 points each).....30 points
- Exams (4 at 75 points each).....300 points

NOTE: best 10 of 13 means the three lowest scores are dropped and do not count towards your grade.

Course Assignments

NOTE: unless otherwise stated, NO CALCULATORS are allowed on any assignment.

Assignment: MyMathLab (module assignments)

- You have **completed a Module** if you have completed all of the following:
 - read the assigned textbook sections
 - watched the video lectures and taken notes, and
 - completed the MML module homework assignments
 - completed the MML module quiz assignments
- Each module has two assignments in MML for you to complete: module homework and module quiz. Each module's assignments are available starting on the first day of class and are due at 11:59 pm on the day of the semester exam that covers said module. Exam 1 covers Unit 1 (modules 1-7), Exam 2 covers Unit 2 (8-15), and Exam 3 covers Unit 3 (16-24).
- Module homework can be completed at your own pace during the time they are available and you have three attempts **per question**. Module quizzes must be done in one session (you cannot start them, then stop and come back later) and are timed (30 minutes). You have two attempts **per quiz** (you can take the quiz twice). **NOTE:** you cannot start the module quiz until you score 80% or better on the corresponding module homework.
- It is not a good idea to wait until the day everything is due to complete your work in MML. Be mindful that you are completing these assignments online and depend on the internet working. Computer/internet issues are rarely an excuse for not completing an assignment. There are numerous places both on campus (libraries, computer labs) and off campus (libraries) where you have free access to computers as well as a multitude of establishments that offer free WIFI. You might want to do some research and have a backup plan in case of computer/internet issues. If there are technical issues with MML please contact MML tech support and CC your TA.
- If you feel a correct answer was marked wrong, email your **TA** (not the course coordinator) stating the assignment name, the problem number, and an attachment with a screenshot of the problem. They will review and change your score if warranted. Please read the directions carefully and check your answer for any typos **BEFORE** submitting to avoid issues with typos or not writing the answer in the correct form.

NOTE: These assignments in MML provide valuable practice with the course content, but they are only a *part* of what you need to do to have success in this course.


Assignment: Discussion Activity

- During your discussion section you will complete a discussion activity based on certain modules in a group. See the class calendar for more details. The discussion activities are designed to foster active *discussion* of the course content with your peers. Math is the opposite of fight club, you should definitely talk about math.
- The purpose of discussion class is to develop deeper understanding of the content **NOT** to introduce the content. Before class, you should have done the readings and watched the video lectures for the modules to be covered on the activity. You might want to attempt a few problems either from the textbook or MML before class.
- You are expected to work with others to complete these assignments. Working problems separately and then sharing answers is **NOT** working together. All group members should be working on the same problem at the same time and **DISCUSSING** their thoughts about the problem as well as possible solution strategies before the problem is attempted. If you notice that a group member is struggling with a problem, stop and focus on helping them understand the problem. Your own understanding will benefit from helping another as well (research has shown that you remember 95% of what you explain to another person). If there is a

member of your group that is frequently un-prepared, does not contribute, or if you have any other concerns please speak with your TA about the situation.

- If your TA sees that you are not adequately contributing to the group, you will be removed from the group and receive a zero. Please be aware that discussion activities account for 20% of your grade and credit will not be awarded for sub-par or minimal effort.

Assignment: Class Participation

- Attendance will be taken every discussion class and is worth one of that day's three class participation points.
- As you are completing modules, you should take careful notes from both the textbook and the lecture videos and bring your notes to every discussion class. Every class during the semester, with the exception of the first one, your TA will check your module notes for a class participation grade. An example of what your modules notes can look like to receive full credit can be found [here](#) . Your notes do not have to look exactly like the example but should include the highlighted parts to receive full credit. Please take the time to thoroughly read and think about the content in the textbook.
- Your TA should be able to check your notes quickly. Your notes should be labeled, orderly, neat, and complete. Your TA reserves the right to give you a zero if they feel your notes do not show adequate effort or are illegible.

Assignment: Exams

- You will take four exams, each worth 75 points, during the semester for a total of 300 points.
- You will have an hour and thirty minutes to complete each exam. The exams are on paper (not computer). Exams 1-3 will consist of a multiple choice section and a free response section and exam 4 will consist of only multiple choice questions.
- All exams run from 8:30 pm to 10 pm. The exams will START at 8:30 pm so you should arrive at the exam location by 8:20 pm. If you are more than TWENTY minutes late to the exam (i.e. you arrive after 8:50 pm) you CANNOT take the exam.
- You must bring to the exams: your gator1 ID card, a pencil (absolutely necessary), and a pen (not as important). You are not allowed to bring any bags to your seat during the exam, so it is recommended that you do not bring to the exam anything of value because you will have to leave it at the front of the room.
- Your score on exam 4 will replace your lowest score from exams 1-3 if it is higher.
- Exam Dates are listed below. Locations and other information can be found on canvas under Exam Information link on home page.

Exam 1 (Unit 1) Thursday, February 2, 2017

Exam 2 (Unit 2) Thursday, March 2, 2017

Exam 3 (Unit 3) Thursday, April 6, 2017

Exam 4 (Units 1-3) Tuesday, April 18, 2017

NOTE: exams are meant to test your *understanding* of the material. If studying for you is memorizing how to solve certain types of problems without understanding the concepts you will find the exams to be difficult.

All grades will be updated within one week of assignment due date. After a grade is posted you have one week to contact your TA or course coordinator about any issues with your score.

Exam Times and Locations:

1. Exam 1: Thursday, February 2, 2017 from 8:30-10:00 pm

Location: MCCC 100

To find your location use campus map: <http://campusmap.ufl.edu/#/index> and search MCCC (McCarty Hall C).

2. Exam 2: Thursday, March 2, 2017 from 8:30-10:00 pm

Location: PUGH 170

To find your location use campus map: <http://campusmap.ufl.edu/#/index> and search PUGH (Pugh Hall).

3. Exam 3: Thursday, April 6, 2017 from 8:30-10:00 pm

Location: MCCC 100

To find your location use campus map: <http://campusmap.ufl.edu/#/index> and search MCCC (McCarty Hall C).

4. Exam 4: Tuesday, April 18, 2017 from 8:30-10:00 pm

For Exam 4 please match your TA/section to your location:

Yang (Sections 7598, 7603, 2D86) - LIT 101

Goswami (Sections 7587, 7594) - LIT 109

To find your location use campus map: <http://campusmap.ufl.edu/#/index> and search LIT (Little Hall).

You can find old practice exams on Canvas under the Exam Information link on the Home page for the course. These old exams are a great resource for studying for exams.

Attendance, Late, and/or Missed Work Policies

Attendance:

- You **should** be in class at or before the start of class. If you are more than **10 minutes** late you will **NOT** receive any credit for that day's assignments.

Late and/or Missed Work:

- Please click the following link for information on the University of Florida's absence policies <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx> (Links to an external site.)
- Due to the number of attempts granted and the amount of time you have to complete **MML module assignments**, there are no dropped assignments and no late submissions. Make sure you take your time and review your work carefully before submitting. If you believe there are extenuating circumstances, please contact the **course coordinator** (not your TA) **IN PERSON!!!** Do not send an email unless you cannot make the scheduled office hours and need to make an appointment!
- Since your lowest three scores for the **class participation** assignments are dropped, your first three missed class participation assignments cannot be made up FOR ANY REASON, valid or otherwise. If more than three of these assignments are missed, you must have a valid reason for the **fourth** missed assignment. You must contact the **course coordinator** (not your TA) **IN PERSON!!!** Do not send an email unless you cannot make the scheduled office hours and need to make an appointment! ***Do not bring documentation or ask to make up any assignments until you have missed MORE THAN THREE assignments!!!***
- Since your lowest three scores for the **discussion activity** assignments are dropped, your first three missed discussion activity assignments cannot be made up FOR ANY REASON, valid or otherwise. If more than three of these assignments are missed, you must have a valid reason for the **fourth** missed assignment. You must contact the **course coordinator** (not your TA) **IN PERSON!!!** Do not send an email unless you cannot make the scheduled office hours and need to make an appointment! ***Do not bring documentation or ask to make up any assignments until you have missed MORE THAN THREE assignments!!!***
- Exam (1-3):
 1. If you know you are going to miss an exam for a valid reason you must inform the **course coordinator** (not your TA) and present documentation if appropriate **IN PERSON** at least two weeks prior to the exam date. If this is done you will be allowed to make up the missed exam at the end of the semester. In the event that you cannot be present for the make up exam, your exam 4 score will replace your missed exam.
 2. If you miss an exam unexpectedly for a valid reason (ex. illness, family emergency), you must inform the **course coordinator** (not your TA) and provide documentation within two weeks of the missed exam. If this is done you will be allowed to make up the missed exam at the end of the semester. In the event that you cannot be present for the make up exam, your exam 4 score will replace your missed exam.
 3. If you miss an exam for an invalid reason (ex. family vacation, you couldn't find the exam room), you will not be allowed to make up the exam and your exam 4 score will count for your missed exam.
 4. In the event that more than one exam is missed, please contact the **course coordinator** (not your TA) **IN PERSON** to discuss the situation.

- Exam 4

1. If you know you are going to miss the exam for a valid reason you must inform the **course coordinator** (not your TA) and present documentation if appropriate IN PERSON at least two weeks prior to the exam date. If this is done you will be allowed to make up the missed exam before the end of the semester. In the event that you cannot be present for the make up exam, you may be issued an Incomplete grade for the semester and make up the exam at the beginning of the spring semester.
2. If you miss the exam unexpectedly for a valid reason (ex. illness, family emergency), you must inform the **course coordinator** (not your TA) and provide documentation within two days of the missed exam. If this is done you will be allowed to make up the missed exam before the end of the semester. In the event that you cannot be present for the make up exam, you may be issued an Incomplete grade for the semester and make up the exam at the beginning of the spring semester.
3. If you miss the exam for an invalid reason (ex. family vacation, you couldn't find the exam room) you will be allowed to make up the exam before the end of the semester for a 10% penalty. In the event that you cannot be present for the make up exam you will receive a zero.

NOTE: No exam may be taken early.