

Fall 2016 UF Online MAC 2233 Syllabus

CONTENTS

1. Introduction	2
1a.. Course Content	2
1b.. Prerequisites	2
1c.. Required Materials	2
1d.. Canvas	2
1e.. Lectures	3
1f.. Calculator Policy	3
1g.. Help	3
1h.. Success	3
1i.. Students with Dissabilities	3
1j.. Academic Honesty	3
2. Testing	4
3. Grading	5
3a.. Course Grade	5
3b.. Welcome Quiz	5
3c.. Self-evaluation	5
3d.. Lecture Quizzes	5
3e.. MyMathLab Homeworks and Quizzes	6
3f.. Bonus Points	6
3g.. Make-up Policy and Extensions	6
3h.. Incomplete Grade	6
4. Instructor Evaluations	6

1. INTRODUCTION

1a.. **Course Content.** MAC 2233 is the first in the two semester sequence MAC 2233 and MAC 2234 surveying the important ideas of calculus but emphasizing its applications to business, economics, life and social sciences. The course covers important precalculus topics: basics of functions and graphing, specific functions and their applications as models (linear, quadratic, rational, exponential and logarithmic) as well as calculus: limits, the definition of the derivative, differentiation techniques, applications of the derivative including rates of change, curve sketching, and optimization, introduction to integration and its applications including area and total change.

A minimum grade of C (not C) in MAC 2233 satisfies three credits of the university General Education quantitative requirement, and three hours of the state Writing/Math requirement.

This is an ONLINE VERSION of MAC 2233 all content is delivered online. Students view 35 online lectures in the course management system CANVAS, and complete online homework and quizzes using MyMathLab software. Students are encouraged to post questions and answers on the course discussion board in CANVAS. Three semester exams and a final are posted in CANVAS and administered through ProctorU.

1b.. **Prerequisites.** MAC 2233 assumes that you have essential precalculus skills necessary to succeed in calculus. This course does not cover trigonometry.

To enroll in MAC 2233, you must have earned a grade of C or better in MAC 1140, precalculus algebra, earned calculus credit through an exam or earlier coursework, or have taken the ALEKS placement assessment and attained the required minimum score. You may take the ALEKS assessment through the ISIS homepage student.ufl.edu; click on Placement under My Online Services. For more complete information, check the page student.ufl.edu/aleksinfo.html. Note the following paragraph: The Department of Mathematics encourages you to take the assessment even if you have met one of the prerequisites for MAC 2233. You may need to review your algebra skills and your placement assessment can provide information and specific areas for additional study. You can check with an advisor in your college or contact your instructor if you have questions about placement.

The textbook for MAC 2233 begins with a short review of precalculus topics including a precalculus review assignment and quiz in MyMathLab. Completing this assignment during the first week of the semester will help you assess your preparation for calculus. This assignment is presented as an extra credit opportunity in our course. You should already be competent in working this material. We strongly recommend that students who are having difficulty with the review assignments consider first taking MAC 1140, a three credit review of Precalculus Algebra which is offered as a UF online course. You may switch courses on ISIS during the drop-add period.

In an agreement with the registrars office, you have one additional week to drop back to MAC 1140. After the drop-add period, the paperwork to move back to precalculus MAC 1140 must be completed through the math department.

1c.. **Required Materials.**

- The textbook: **Calculus with Applications**, 10th edition, by Lial, Greenwall and Richey.
 - You may use either the e-book or the hard copy.
 - The solutions manual is NOT required.
- Access to MyMathLab system.
 - MyMathLab provides a two-week grace period to use the online homework system before you must purchase an access code.
 - Please follow the link (the left menu button "MyLab and Mastering") to MyMathLab provided in the Canvas Course.

1d.. **Canvas.** Canvas is located at <https://elearning.ufl.edu/>; use your Gatorlink username and password to login. You can find lecture videos, check point quizzes, bonus quizzes, your grades, announcements, lecture outlines, etc., at this site. You are responsible for verifying that your grades are accurate. You have one week after a score has been posted to contact your instructor if you believe there has been a grading or a recording error.

1e.. **Lectures.** Viewing lecture presentations is an important aspect of the learning process. The lecture provides the main presentation of the course material. Each lecture consists of several videos for a total of approximately 1 hour. Lecture outlines can be printed from Canvas. It is suggested that you read the book, watch the lecture, do the corresponding lecture quiz and the MyMathLab Homework, and then take the MyMathLab Quiz in the due dates, in that order.

You may watch the videos earlier. All the lecture quizzes and MyMathLab Homeworks are available from the first day of the semester, this is **to encourage students to stay ahead in the course.** The MyMathLab Quizzes are due as shown in the various calendars. There Quizzes become available on their Due date, but you can also take them without any penalty in the following 2 days.

1f.. **Calculator Policy.** For text and homework problems, a scientific calculator doing basic statistics is required. A graphing calculator or computer program such as Wolfram Alpha can be useful learning tools when used appropriately to supplement your work on individual problems but they are not required. Some videos will illustrate concepts using a TI-84 graphing calculator.

You are encouraged to do most of the arithmetic by hand so that you don't lose your basic arithmetic skills. There is always the chance that somewhere in the future you will not be allowed to use a calculator.

You are only be allowed to use a basic four function calculator in the exams.

1g.. **Help.** Your instructor is available by email (or arranged conference) to answer your questions about the course material. **You should check Canvas regularly and consult with your instructor if you have any questions about recorded grades. All grade concerns must be taken care of within one week of receiving the score.** Your grade is subject to being raised or lowered if there is a recording error, computational error, bubbling error, padding error, etc.

Discussion is encouraged and will be awarded. Answering questions of other students in the Discussion forum will turn as **bonus points** to students. Please use and encourage other students to use the discussion board. Your instructors will also e answering these forums regularly.

1h.. **Success.** Success in MAC 2233 depends largely on your attitude and effort. Keeping up with the videos is critical. Most students find it beneficial to work daily on the material as opposed to saving it all for one day. It is not effective to sit and copy notes without following the thought processes involved in the lecture. For example, you should try to answer the questions posed by the lecturer. Students who actively participate have greater success.

Be aware that much of the learning of mathematics at the university level takes place outside of the classroom. You need to spend time reviewing the concepts of each lecture **before** you attempt homework problems. It is also important to spend some time looking over the textbook sections to be covered in the next lecture to become familiar with the vocabulary and main ideas beforehand so that you will be better able to grasp the material presented in the videos. **You should expect to spend at least 10 hours per week working on this course.**

Please do not wait until the last minute to take an assignment. It is student's responsibility to make sure that their technology is working properly. This is an enveloping statement from the homeworks all the way to the exams of this online class. It is in student's hands to make sure to have proper internet connection, electricity, time and other acceptable resources. Therefore it is the students responsibility. Lost time in a timed assignment or a missing due date due to such an event is going to be considered final.

1i.. **Students with Dissabilities.** Students requesting classroom accommodation must first register with the Disability Resource Center. The Dean of Students will provide documentation to the student who must then provide this documentation to the course instructor when requesting accommodation. Students must provide documentation at least one week prior to the first exam.

1j.. **Academic Honesty.** All students are required to abide by the Academic Honesty Guidelines which have been accepted by the University. The academic community of students and faculty at the University of Florida strives to develop, sustain and protect an environment of honesty, trust, and respect. Students

are expected to pursue knowledge with integrity. Exhibiting honesty in academic pursuits and reporting violations of the Academic Honesty Guidelines will encourage others to act with integrity. Violations of the Academic Honesty Guidelines shall result in judicial action and a student being subject to the sanctions 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).

2. TESTING

You must register with ProctorU for each exam at least 3 days prior to the exam date. It is highly recommended that you reserve your exam time slots for all of your exams early in the semester in order to guarantee you can take the exam at the most convenient time for you. See the course calendar for the dates of the exams.

Residential online students of UF MAC 2233 takes their exam in the 5 pm to 10 pm window of their exam date. All the other sections of MAC 2233 UF Online can schedule their exam from 5 pm of the exam date to 5pm of the next day. With any inquiries or problems with scheduling please refer to ProctorU first and for exceptional cases that ProctorU cannot handle let your coordinator know.

Students are responsible for material covered in the lecture notes, including practice problems at the end of some lectures, all assigned book homework problems, and all assigned MyMathLab material.

For each exam you should have only the following items: pencils or pens, your Gator1 picture ID card or a government-issued picture ID, a basic non-scientific calculator, and up to 10 sheets of completely blank, white, scratch paper (no holes, lines, printing, etc.). NO scientific or graphing calculators are allowed. NO CELL PHONES, NO NOTES, NO CALCULATOR MANUALS, NO BOOKS, NO OUTSIDE HELP!

Canvas exams and all the other assignments should be taken with an internet browser other than the internet explorer or its new name Microsoft Edge and Safari. Some features of Canvas does not work properly with these browsers.

The first three exams each consist of less than 20 problems (including bonus problems) each and have a 90-minute time limit. The final exam consists of 25 questions (including bonus problems) and has a 2-hour time limit. There is no partial credit unless a question has multiple parts that can be graded separately, in which case each part will be worth a fraction of the questions point-value.

3. GRADING

3a.. **Course Grade.** The course grade is comprised as follows:

Welcome Quiz (in Canvas)	1%
Self-evaluation (in Canvas)	1%
Lecture Quizzes (in Canvas) (best 30 of 35)	11.5%
MyMathLab Homeworks (best 11 of 13)	10.6%
MyMathLab Quizzes (best 11 of 13)	10.6%
Midterm Exams (in Canvas :15.3...% each)	46%
Cumulative Final Exam (in WebAssign)	19.3%

The course grade is then determined by your final percentage as follows, **with cutoffs strictly enforced:**

Grade	Points
A	90.0% and above
A-	87.0% to 89.9%
B+	84.0% to 86.9%
B	80.0% to 83.9%
B-	77.0% to 79.9%
C+	74.0% to 76.9%
C	70.0% to 73.9%
C-	67.0% to 69.9%
D+	64.0% to 66.9%
D	60.0% to 63.9%
D-	57.0% to 59.9%
E	56.9% and below

For information on dropping courses and withdrawals, go to
<https://catalog.ufl.edu/ugrad/current/regulations/info/drops.aspx>

For information about UF grades and grading policies go to
<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

3b.. **Welcome Quiz.** The Welcome Quiz is to make sure you understand what is expected of you in this course. You will find this assignment on Canvas. It is due at the beginning of the semester; see the calendar for the due date.

3c.. **Self-evaluation.** The Self-evaluation is a quiz found in Canvas after Exam 2. Its purpose is to let you know your approximate standing in the class. See the calendar for the due date. Students are allowed to do this assignment for a free 5 points in a week after the second exam.

3d.. **Lecture Quizzes.** Is a short assignment of less than 10 short questions. They are designed to give feedback to the students about their understanding of the corresponding lecture. All the Lecture Quizzes are available for students to attempt from the beginning of the course. Their idea due dates are on the course calendar and their last availability days' are the day after the due date.

3e.. **MyMathLab Homeworks and Quizzes.** You have 6 attempts and unlimited time on each MyMathLab Homework. You have three attempts and 90 minutes on each MyMathLab Quiz. See the calendar for the specific due dates. Students will need to receive 80% or more from a MyMathLab homework to be able to access the related MyMathLab quiz.

The best attempt for each MyMathLab Quiz and Homework is the score that is counted. The MyMathLab Homeworks and Quizzes are open-book and open-note. You may have a tutor help you with the MyMathLab Homeworks, but NOT with the Quizzes. You need to be able to do these problems on your own without any assistance in order to succeed in this course.

In both assignments the lowest two scores are dropped and doesn't affect a student's grade.

3f.. **Bonus Points.** There are many included extra point opportunities in the MAC 2233 course. These include the Prerequisite Check Assignment, and bonuses in the exams.

Another way of getting bonus points is to provide answers to other students' mathematics questions in Discussion Forum. We encourage Discussion and a healthy debate environment for students to interact and share their knowledge. Especially in the Exam review forums the most active member (that is answering questions) will receive 3 bonus points, next two will receive 2 points each and all the other participants that partake in the conversation will receive a point.

3g.. **Make-up Policy and Extensions.** ALL WORK MUST BE COMPLETED BEFORE THE FINAL EXAM (except for the Final Exam).

- Extensions: Life happens. While it is a much better strategy to work ahead in case life happens to you, occasionally you may fall behind. So, you will be able to submit assignments after their due dates. All the lecture Quizzes can be submitted the next day after their due date for full credit. All MyMathLab Homeworks can be submitted after their due date with a penalty of 5% on the total score. MyMathLab Quizzes become available on their due date and students can finish these assignments for full credit in the 3 day period starting from the first point its available.
- Extensions for Exams: For each exam, the exam window opens at 5pm of its calendar due date. The Residential online students have a window of 5 hours to take the exam, whereas other UF online sections have a full day to schedule and take their exams. This is a security measure for the exam and nothing more. **you are strongly advised to plan to take the exam on the first possible time of the exam window, that way if something happens you can re-schedule as time permits.** Inquiries about the exam can be directed to the course coordinator.
- Make-up Exams: With proper documentation. The final exam gets be rescaled to its exam equivalent and gets cross checked over the exam scores. If the exam equivalent of the final is higher than one exam score of the student that exam score gets replaced by the fina exam's exam equivalent. This only applies to one exam score. This will be done automatically at the end of the semester.
- Homeworks and Quizzes: There are no make-ups, since some of the quizzes are dropped.

3h.. **Incomplete Grade.** A grade of I (incomplete) will be considered only if you meet the Math Department criteria which are found at <http://www.math.ufl.edu/departement/incomplete-grades/>. An I only allows you to make up your incomplete work, not redo your work. Also, any request for an I must be received before the final exam.

4. INSTRUCTOR EVALUATIONS

Students are asked to provide feedback on the quality of instruction in this course based on ten criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results>.