

SYLLABUS–MGF 1106 SPRING 2017

UF ONLINE Section #1027

RESIDENTIAL ONLINE Section #1885

Greeting letter & Instructor contact information

Hello and welcome to MGF 1106! My name is Dr. Larie Ward and I have just finished my doctorate degree in mathematics at the University of Florida this summer. I am pleased to be your instructor for Math for Liberal Sciences Majors, a class which covers some of the most fun and interesting material found in an introductory level course, such as sets, logic and probability. Together with my colleague, Kiara Hall, I look forward to working with you this semester.

Please take the time to familiarize yourself with this syllabus as you are responsible for being aware of all course policies. This is a very fast-paced course. As you will see in the Calendar in this syllabus, we typically cover two lectures a week. To maximize your chances of success, you should set aside several hours each week for coursework. Don't get behind in the material, and be aware of deadlines. They will not be extended. However, you can work ahead if you would like.

I hope you will use me as a resource. I will hold regular office hours using the Conference feature in Canvas. There, you can ask your questions into a microphone or type them into the side chat. I can respond using the microphone or side chat, but what is even nicer is that I am able to draw on my tablet. Whatever I draw shows up on your monitor in real time! I especially enjoy using this feature to make Venn Diagrams or write out detailed solutions that would be too cumbersome to type.

My home/office number is 912-243-9999. You can call this number if you need to get a hold of me, but please keep in mind that this is my home phone so please be respectful about when you call. Leave a detailed message if I do not answer. I will never contact you via telephone without your explicit permission to do so.

My e-mail is **larie@ufl.edu**. You can also use the Message feature in Canvas. The more specific your question, the better. If possible, include the problem number. Another way we will have contact is through Announcements in Canvas. Please read these in a timely fashion!

Thanks!

–Larie

Course introduction

MGF 1106, Mathematics for Liberal Arts I, is a general education/math course which is not intended to prepare you for Precalculus or Calculus. This course qualifies for both GenEd and Gordon Rule credits.

Prerequisites: None **Credits:** 3

Course Content: Introduction to sets, logic, number theory, algebra, linear programming, probability, and statistics.

The course is divided into 24 Modules (also called Lectures), which are grouped into 3 units:

Unit 1:	Module 1 – Module 8
Unit 2:	Module 9 – Module 15
Unit 3:	Module 16 – Module 24
Final Exam:	Module 1 – Module 24

This is an **ONLINE COURSE** – **all content is delivered online**. Students will be using MyMathLab to complete most assignments. Each of the 24 modules has several assignments associated to it. With each new module you work on, you will want to do the following in the order they are listed:

- **Watch the video lectures.**

To watch these, get into Canvas and click on the Pages link on the left menu. Next, click on the desired Unit, then the desired Module. The page you come to has a link to the video(s) you should watch for that Module under the heading Lecture(s). Modules may have one or two videos depending on the length. They are very good quality and were recorded by an amazing person by the name of Sherry Tornwall. Watch these as many times as needed. (If you see something called Textbook Homework, it is completely optional and you can skip it.)

- **Take the WarmUp Quiz. Doing so unlocks the Homework.**

For this, get into Canvas and click on the Modules link on the left menu. Click on Quizzes and Tests. You will be prompted to Load Quizzes and Tests in a new window. If this is your first time, you will be asked to enter in your Access Code. If you do not know your Access Code, please see the “Getting Started” section of this syllabus. Enter in your Access Code, then you can proceed to the assignment. You have 3 attempts and the time is unlimited.

- **Do the Homework. Obtaining a score of 80% unlocks the Lecture Quiz.**

On the Homework, the number of attempts for each question is 3, but you can click

“Similar Exercise” to essentially get as many attempts as you wish. Also, you have until the last day of class to go in and improve your grade.

- **Take the Lecture Quiz.**

These assignments have a time limit of 30 minutes from the time you open them. Only 2 attempts are allowed.

Exams and ProctorU

The 24 modules are broken up into 3 Units. Each Unit has a Unit Exam associated with it. There will also be a cumulative Final Exam. Lastly, there is an optional MakeUp Exam where you can take any ONE of the Unit exams that you missed, or if you didn't miss any of them, you can retake any ONE of the Unit Exams to attempt to improve your grade. The higher grade will be recorded.

These five exams are proctored by a wonderful group known as ProctorU. ProctorU is a trusted proctoring service whose services make it possible for you to take Exams anywhere! This is one of the big advantages of taking an online course. Simply create a ProctorU account and sign up for exam times that work for you. Be sure to do this at least four days before your Exam.

Your proctor will ask you to show your ID and show your testing room to make sure you don't have any unauthorized materials, such as a formula sheet, calculator, textbook, or roommate. ProctorU proctors Unit Exams, Final Exams and the optional MakeUp Exam.

The day BEFORE each unit exam and the final, you will take a CheckUp Exam which is designed to help you study and get an idea of how prepared you are. These CheckUp Exams are not monitored by the ProctorU folks, but they do count for a grade. You will find them under Quizzes and Tests in MyMathLAB. Make sure to review the questions you missed on the CheckUp as you study for the real thing.

Course Calendar

Monday	Tuesday	Wednesday	Thursday	Friday
01/02	01/03	01/04	01/05	01/06
01/09	01/10	01/11	01/12	01/13 L1,2,3
01/16 Holiday	01/17	01/18	01/19	01/20 L4,5
01/23	01/24	01/25	01/26	01/27 L6,7
01/30	01/31	02/01	02/02 Check Up 1	02/03 L 8 Exam 1
02/06	02/07	02/08	02/09	02/10 L9,10
02/13	02/14	02/15	02/16	02/17 L11,12
02/20	02/21	02/22	02/23	02/24 L13,14
02/27	02/28	03/01	03/02 Check Up 2	03/03 L15 Exam 2
03/06 SPRING BREAK	03/07 SPRING BREAK	03/08 SPRING BREAK	03/09 SPRING BREAK	03/10 SPRING BREAK

Monday	Tuesday	Wednesday	Thursday	Friday
03/13	03/14	03/15	03/16	03/17 L16,17
03/20	03/21	03/22	03/23	03/24 L18,19
03/27	03/28	03/29	03/30	03/31 L20,21
04/03	04/04	04/05	04/06	04/07 L22,23
04/10	04/11	04/12	04/13 Check Up 3	04/14 L24 Exam 3
04/17 Make Up Exam	04/18 Check Up Final	04/19 Final Exam HW closes	04/20	04/21

Course Materials & Technology

Textbook:

Title: A Survey of Mathematics with Applications
Author: Angel/Abbot/Runde
Publisher: Pearson Education
Edition: 9th edition

You have TWO options of viewing the textbook:

1. You can access the A Survey of Mathematics with Applications e-book available in MyMathLab (MML). Since you need MyMathLab anyway, this is easy on your wallet and you don't have to lug around another book.
2. If you also want a hard copy of the textbook, it can be purchased at the Campus bookstore:
A Survey of Mathematics with Applications Print Upgrade
ISBN: 9781323028544

MyMathLab: You are required to use MyMathLab to do your homework, quizzes and exams. It is run by Pearson, the publisher of your textbook.

Canvas:

Canvas is the hub of the course. It's where you will access the lecture videos, view your grades, or post your course questions in the Discussion Boards/Forums. It is run by UF, and you will need your gatorlink ID and password to access it. The website address <http://elearning.ufl.edu>

Getting started

A great first step is to log in to Canvas and click on Pages. You will see a Start Here link which takes you to a picture of your lovable instructor as well as some very important information such as a link to this syllabus and information on how to get your access code.

Lecture presentations

Viewing lecture presentations is an important aspect of the learning process. You can access videos from two different instructors. Students may want to watch both! Master Lecturer Sherry Tornwall is a very talented instructor with a long history at UF. Her videos can be accessed as described previously. In addition, A Pearson representative has also taken time to record videos which are equally valuable. To find these, click on Modules and scroll down to the desired section of the text you are interested in.

Discussion boards/forums

You will be required to post meaningful contributions to discussions in Canvas. The deadlines for the discussion board posts are the same as for the corresponding quizzes. Use the calendar as a guide on this.

While students may use each discussion forum as often as they like, **at least one meaningful post is required** before the due date. For example, describe a challenging homework question. Include why it was challenging. How did you approach the problem? etc. Or give a fellow student a hint or an explanation to help him/her. In depth comments are fine too.

However, posts such as “Factorials are awesome!” while true, may not receive full credit. Explaining how to simplify expressions containing factorials without needing calculator would be worth more points. Use your best judgment.

Office hours

Virtual office hours are provided inside of Canvas Conferences. Please, come regularly and ask questions. I am here to help. A mandatory Office Hour Demonstration will be held several times during the first two weeks. Make sure to come to at least one of these for an easy 6 points.

Course Grade

The course grade is based on 750 points accumulated as follows:

1	Syllabus Quiz	6 points	6
1	Office Hour Demonstration	6 points	6
24	WarmUp Quizzes	2 points	48
24	Online Homework	5 points	120
20	Online Quizzes	5 points	100
14	Discussion Board Posts	5 points	70
3	Unit Exams	80 points	240
1	Final	100 points	100
4	Check-Up Exams	15 points	60

Total Score

750 points

The final letter grade satisfying the conditions below will be strictly adhered to:

Passing Grades		
675 - 750	A	90% - 100%
645 - 674	A-	86% - 89.9%
615 - 644	B+	82% - 85.9%
585 - 614	B	78% - 81.9%
555 - 584	B-	74% - 77.9%
525 - 554	C+	70% - 73.9%
495 - 524	C	66% - 69.9%

Non-passing Grades		
465 - 494	C-	62% - 65.9%
435 - 464	D+	58% - 61.9%
405 - 434	D	54% - 57.9%
375 - 404	D-	50% - 53.9%
Below 375	E	< 50%

Satisfactory/Unsatisfactory Option:

S: at least 66 % (Approval of S/U option must be obtained from Dr. Ward.)

U: less than 66 % (Gordon Rule is not fulfilled with S/U option.)

Grade I:

The grade of “I” (Incomplete) is **never** used to avoid an undesirable grade. It is used **only** if a student has completed all term assignments and got a passing grade in class but is missing the final exam due to illness or extenuating circumstances. A student must sign a form with Ms. Ward to receive an “I” in the course.

Calculator Policy:

A scientific calculator may be required for some homework and MyMathLab problems but is not allowed on the Exams unless otherwise specified.

Make up policy:

No make ups will be given on quizzes and checkup exams. Be sure to complete work with plenty of time to spare in the event of technical difficulties. One make up exam is available at the end of the semester. (See the Exams and ProctorU section of the Syllabus for details).

Special accommodations

Students with learning disabilities requesting accommodations on homework, quizzes, and exams must first register with the Dean of Students Office. The Dean will provide the student with documentation, which must be turned in to the course coordinator, Ms. Ward, during the first two weeks of the semester.

Academic integrity

The University of Florida expects students to be honest in all of their university classroom work. Please remember to commit yourself to academic honesty with the 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.”

The Math Department expects you to follow the academic honesty guidelines. Matters of violations of academic honesty are adjudicated by the Student Honor Code.

Online course evaluation

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. These evaluations are anonymous.