AIM MAC 1105: Basic College Algebra
Course Syllabus
Fall 2016

Course Information

Instructor Information

<u>Section 1A27</u>

Name: Lacey Johnson

Website: http://people.clas.ufl.edu/johnsonla/

Office Location and Hours: Little Hall 487, office hours will be announced on course website (Canvas)

Phone: (352)-294-2383

Email: Through Canvas by logging it to Canvas, click inbox, compose, select course and recipient. (Or email johnsonla@ufl.edu)

Class Times: Norman Hall (NMN) M6, T6, F6; Anderson Hall (AND) W6

<u>Section 1A26:</u>

Name: Andrew Latham

Office Location and Hours: Little Hall 453, office hours will be announced on course website (Canvas).

Phone: (352)-294-2371

Email: Through Canvas by logging it to Canvas, click inbox, compose, select course and recipient.

Class Times: Matherly Hall (MAT) 113 M7, T7, W7, F7

Office hours are weekly scheduled times where you can ask questions and seek assistance with the course. You are free to visit my scheduled office hours without making an appointment. You do not need to ask permission to come to office hours or limit yourself on how many times you attend. If you need me outside of the scheduled office hours, please email me to make an appointment.

Course Website

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.

Course Materials

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.

Steps to acquire MML: You MUST follow the steps posted on Canvas under Course Materials link on the home page. **Do NOT go to the bookstore or anywhere else to gain access**. Follow these steps. It does costs money to access MML. This only needs to be done once.

College Algebra, 11th edition, by Lial. You do **NOT** need to purchase a hard copy of the book, but you may if you wish. You will have access to an electronic version of the text (ebook) through MML.

Once you have acquired MML, to access for the remainder of the course go to Canvas, click the MyLab and Mastering link in 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).

Course Content

Solving inequalities, linear and quadratic equations, complex numbers, polynomials, graphs, rational functions, logarithmic and exponential functions

You will meet with your instructor 4 days a week, and there are no discussion sections for this course. Discussion quizzes will be given once per week during the lecture period.

Modules: The content for this course is divided into 24 modules that are grouped into three units. To access the content, go to Canvas. The modules are on the home page. In each module there are: module learning objectives, assigned textbook readings, and links to PDF copies of the corresponding module lecture notes. Unit 1 consists of modules 1-7, Unit 2 consists of modules 8-15, and Unit 3 consists of modules 16-24.

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

Student Success

The content of this class is presented during in-class lectures. **<u>You are responsible for engaging with the content</u>**. Do not wait until the last minute to complete assignments or seek help.

Attendance and participation in class is critical. 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 your lecturer. Students who do not actively participate have much more difficulty.

However, be aware that much of the learning of mathematics at the university 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 look over the textbook sections to be covered in the next lecture to become familiar with the vocabulary and main ideas before class. That way you will better be

able to gasp the material presented by your instructor. As with most college courses, you should expect to spend a **minimum** of 2 hours working on your own for every hour of classroom instruction.

Forming study groups and cooperative learning is also encouraged, but make sure you are able to work through problems on your own. **You must be able to work through the problems on your own**. Even if you work together, each student **must tur in his or her own work, not a copied solution, on any collected individual assignments.**

In studying math, you must be careful not to let a tutor, friend, or calculator "think" for you. Be sure that you can work problems completely on your own, without help, by the time of a quiz or exam.

It is my hope that through focused study and practice you will gain a real appreciation for the important concepts in this class and their applications. I want you to succeed in this class! But **you must keep up with the course material and take the initiative to see me and get help in time, before you get too far behind. Students with a positive attitude who are intellectually engaged in learning the material will get the most from the course.**

REMEMBER that there are resources available as you study. Office hours are provided to answer student questions and assist with the course. You do not need to make an appointment to attend scheduled office hours. However, if your classes conflict with scheduled office hours, please contact me for an appointment.

You may also find extra help with one of the following resources:

- The Teaching Center Math Lab, located at SE Broward Hall, offers free drop-in and private tutoring services, workshops and private appointment learning strategies support. You can find more information at www.teachingcenter.ufl.edu
- Teaching Center at Little Hall in LIT 215 is a newly added location for tutoring services offered through CLAS Teaching Center. Offers free drop-in tutoring services for all math courses up through Calculus 1 *Monday-Friday: 10am – 4pm.* Each shift will be staffed by one or two Math Department Teaching Assistants and one or two CLAS Teaching Center tutors. **We will be holding one of our office hours a week here.**
- A list of qualified private tutors for hire is available on the UF math website, search "tutors" (www.math.ufl.edu)
- 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)
- Other resources:
  - http://www.youtube.com/user/khanacademy/about (Links to an external site.)
  - http://www.purplemath.com/modules/index.htm (Links to an external site)

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/

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 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/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the **course coordinator IN PERSON** when requesting accommodations. Students with disabilities should follow this procedure as early as possible in the semester.

Student Heath 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 Heath Care Center: http://shcc.ufl.edu/ , (352) 392-1161

Counseling and Wellness Center: http://www.counseling.ufl.edu/cwc/Default.aspx\ , 352-392-1575

Dean of Students at 202 Peabody Hall, http://www.dso.ufl.edu , (352) 392-1261 ext. 213

Any of the above 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 extenuating circumstances, 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 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.

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)

Information on dropping courses and withdrawals:
https://catalog.ufl.edu/ugrad/current/regulations/info/drops.aspx#drop

Drops and withdrawal deadlines: https://catalog.ufl.edu/ugrad/current/Pages/adfall1617.aspx

The 500 points are accumulated from the following assignments:

- MyMathLab (module assignments)…….…….....……70 points
- Quizzes (best 10 of 12 at 10 points each)..........................100 points
- Participation Activity (best 10 of 12 at 3 points each).....30 points
- Exams (4 at 75 points each)…...………..………….…...300 points

NOTE: best # of # means the lowest score is dropped and does not count towards your grade.

Course Assignments

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

Assignment: MyMathLab (module 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) and Exam 2

covers Unit 2 (Modules 8-15). Note on the calendar below that Exam 3 covers modules 16-21. So, Exam 3 doesn't quite cover all of Unit 3 (Modules 16-24). So, Unit 3 is due on a later day than Exam 3.

- 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 email MML tech support and copy me.
- If you feel a correct answer was marked wrong, email me stating the assignment name, the problem number, and an attachment with a screenshot of the problem. I 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: Quizzes

- There will be twelve quizzes given on the dates listed in the course calendar. Each will be graded on a scale of 0 to 10 points, and the top ten scores will count, to total up to 100 points. The quiz will be based on recent lectures and assignments.
- Quizzes will be taken during the last 20 minutes of class. You must be in attendance to take the quiz.

Assignment: Participation Activity

- After each lecture on content, the next class period will be devoted to doing practice problems on that content to supplement the homework. Throughout the semester you will have the opportunity to earn participation points during these classes through any means the instructor deeps appropriate. Possibilities include (but are not limited to) solving a problem on the board, completing group work, pop quizzes, outlining alternative methods to solve a problem, solving challenge problems, or through attendance.
- There will be twelve participation activities randomly throughout the semester. Each will be graded on a scale of 0 to 3 points, and the top ten scores will count, to total up to 30 points. The extra points available are to account for an occasional absence.
- You many not turn in work for a student who is not in class.

Assignment: Exams

- You will take four **in-class** exams, each worth 75 points, during the semester for a total of 300 points.
- Exam 1 will cover material from Modules 1-7, Exam 2 will cover Modules 8-15, Exam 3 will cover Modules 16-21, and Exam 4 will act as a cumulative final exam so it will cover Modules 1-24.
- 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.

- You must bring to the exams: your gator1 ID card, a pencil (absolutely necessary), and a pen (not as important).
- **Your score on exam 4 will replace your lowest score from exams 1-3 if it is higher.**
- Exam dates can be found in the Syllabus or in Canvas under Exam Information link on home page. Note: The exam dates are subject to change.

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.

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

MML module assignments: due to the number of attempts granted and the amount of time you have to complete these 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 me 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 two missed class participation assignments cannot be made up FOR ANY REASON, valid or otherwise. If more than two of these assignments are missed, you must have a valid reason for the **third** missed assignment. You must contact me 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 TWO assignments!!!*

Since your lowest two scores for the **quizzes** are dropped, your first two missed quizzes cannot be made up FOR ANY REASON, valid or otherwise. If more than two of these assignments are missed, you must have a valid reason for the **third** missed assignment. You must contact me 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 TWO assignments!!!*

Exam (1-3):

If you know you are going to miss an exam for a valid reason you must inform me 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.

If you miss an exam unexpectedly for a valid reason (ex. illness, family emergency), you must inform me 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 four score will replace your missed exam.

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.

In the event that more than one exam is missed, please contact me IN PERSON to discuss the situation.

<u>Exam 4</u>

If you know you are going to miss the exam for a valid reason you must inform me and present documentation if appropriate IN PERSON at least <u>two weeks</u> 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.

If you miss the exam unexpectedly for a valid reason (ex. illness, family emergency), you must inform me and provide documentation within <u>two days</u> 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.

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.

AIM MAC1105 Basic College Algebra Fall 2016

Course Calendar

Month	Monday	Tuesday (T)	Wednesday	*Thursday (R)*	Friday
August	8/22 Introduction	23 M1	24 M2	25	26 P1/P2
September	29 M3	30 P3 Q1(M1-2)	31 M4	9/1	2 P4
	5 No Class	6 M5	7 P5 Q2(M3-4)	8	9 M6
	12 P6	13 M7	14 P7 Q3(M5-6)	15	16 M8
	19 P8	20 M9	21 Review Q4(M7-8)	22	23 **Exam 1, U1 (M1-7)**
	26 P9	27 M10	28 P10 Q5(M9)	29	30 M11
October	10/3 P11	4 M12	5 P12 Q6(M10-11)	6	7 M13
	10 P13	11 M14	12 P14 Q7(M12-13)	13	14 No Class
	17 M15	18 P15	19 M16	20	21 Review Q8(M14-15)
	24 **Exam 2, U2 (M8-15)**	25 P16	26 M17	27	28 P17
November	31 M18	11/1 P18 Q9(M16-17)	2 M19	3	4 P19
	7 M20	8 P20 Q10(M18-19)	9 M21	10	11 No class
	14 P21	15 M22	16 Review Q11(M20-21)	17	18 **Exam 3, (M16-21)**
	21 P22	22 No class*	23 No class	24 No class	25 No class
December	28 M23	29 P23	30 M24	12/1	2 P24 Q12(M22-23)
	5 Review **U3**	6 Review	7 **Exam 4**	8 Reading Day	9 Reading Day
	12	13	14	15	16

Key: M (Module), P (Participation), Q (Quiz), U(Unit)

Example: M1 means we will have a Lecture Day to cover Module 1, P1 means we will have a Participation/Review Day of Module 1 material, Q1(M1-2) means Quiz 1 covers modules 1 and 2, and U1 means MyMathLab module assignments for Unit 1 (Modules 1-7) due)

*No class for AIM MAC1105, other courses may still hold class on this day.