PreCalculus Algebra MA 105-QL

COURSE SYLLABUS

Semester: Summer 2014       Section: MA 105-QL       Instructor: Dr. Elena Kravchuk

Instructor e-mail: kravchuk@uab.edu       phone: 934-2154       Office location: CH 459B

Course Description: (3 semester hours). Functions from algebraic, geometric (graphical), and numerical points of view, including polynomial, rational, logarithmic, and exponential functions; inverse functions; quadratic and rational inequalities; complex and real roots of polynomials; applications and modeling, both scientific and business.

Learning Outcomes:

- Students can apply distance and midpoint formulas for solving geometric problems algebraically. Students recognize and graph equations of circles, and can identify the center and radius of a circle given the standard equation or the general equation of a circle.
- Students understand the concept of a relation and a function and the meaning of their domain and range. Students understand the algebra of functions, composite functions, and inverse functions.
- Students can read and interpret data presented in a graphical form, recognizing intervals of increasing or decreasing function value, and identifying maximum or minimum values of a function.
- Students can apply basic graphing principles in graph sketching. Students can graph quadratic functions identifying the vertex, intercepts, axis of symmetry, and can use the graph for solving quadratic inequalities.
- Students can graph polynomial functions when their zeros can be found. Students can use long division and synthetic division to divide polynomials, and understand the Factor and Remainder Theorems.
- Students are familiar with the graphs of basic rational and radical functions. Students can solve polynomial and rational inequalities by doing sign analysis.
- Students recognize the graphs of basic exponential and logarithmic functions, and can find their domain, range, and asymptotes. Students can solve exponential equations. Students can evaluate logarithms, simplify logarithmic expressions, and use the properties of logarithms to solve logarithmic equations.
- Students can solve real-life applied problems involving polynomial, exponential or logarithmic functions.

DATES: June 2 to August 8, 2014
NO LATE REGISTRATION is allowed in this course.

WITHDRAWAL: The last day for withdrawing from this course without the payment of full tuition and fees is June 9, 2014. The last day to withdraw from this course with a grade of W is July 3, 2014. Students withdraw from a course by completing the appropriate paperwork online or in the UAB Registrar’s Office in the Hill University Center. The signature of the instructor is not required.
PREREQUISITES - Grade of “C” or better in MA 102, or beginning freshmen meet Math Screening requirements (see ACT/SAT Math Subscore/GPA Grid in the latest UAB Class Schedule). Transfer students must have an appropriate score (80% or higher) on the MA 105 UAB Placement Test in order to be eligible for MA 105.

MATERIALS - Precalculus Algebra MA 105 package, which includes a UAB Math 105 Student Workbook, by Elena Kravchuk, 2010, Pearson/ Prentice Hall, and MyMathLabPLus ACCESS CODE, is required. You do not need an access code if you are re-taking MA 105 previously taken in Fall 2013 or later (contact your instructor about directions for reenrolling).

Calculator policy: Scientific calculators may be used for homework and quizzes. Students may not use personal calculators during testing. Note that for all tests administered in the MLL, there is an on-screen calculator available for your use when testing. Your instructor will not assist you with the on-screen calculator during a test, so it would be to your advantage if you familiarized yourself with the use of the Microsoft Explorer on-screen calculator at home or in the Math Learning Lab, before you have to take a test. You must also use the on-screen calculator on your personal computer if testing remotely with ProctorU.

YOUR MyMathLab Plus ACCOUNT: All Homework, Quizzes, and Tests for this course are available in MyMathLab Plus. You can only ACCESS YOUR COURSE through BlazerNet. No other login pages will work. A MyMathLab Plus account has already been established for you and must be activated. Log in to BlazerNet and click on the MyMathLab Plus link. To gain access to your course assignments, you must purchase a MyMathLab Plus access code. Please note that there will be NO EXTENSIONS for missed homework, quiz, or test deadlines due to failure to purchase access to your online materials.

If you have any questions regarding your MyMathLab Plus account, email your course instructor or stop by the Math Learning Lab in HHB202.

ATTENDANCE POLICY - Although physical class meetings are not part of this course, participation in all learning activities is required and points will be awarded. The class WEEK begins on Sunday and ends on Friday unless otherwise indicated.

Students must be available to work on assignments throughout the week. All assignments have strict deadlines, and some have limited availability. See the course schedule for details.

ELECTRONIC OFFICE HOURS - The Course Instructor is available by e-mail (kravchuk@uab.edu), through the Discussion Board (DB) in Canvas, or in case of emergency by telephone on weekdays between the hours of 8:00am-5:00pm (CST).

Communication Through UAB E-Mail - If you need to communicate one-on-one with the Course Instructor, please use the UAB email system (kravchuk@uab.edu). Individual meetings through chat or in person should be requested through email.

Communication Through DB - Students may post course-related questions in the Discussion Board. To use this mode of communication please:
1. Go into Canvas.
2. Click on the Discussions button, which is located on the left of your Canvas screen.
3. Click on General Questions for the Instructor.
4. Type your course-related question(s).
The Course Instructor checks this forum daily and will respond within 24 hours.

Communication Through Telephone - In an emergency you may call the Math Department office and leave a message for the Course Instructor at 205-934-2154.
STUDENT EXPECTATION STATEMENT - The Course Syllabus and Schedule serve as a Contract by which the student must comply. An excuse of “not knowing” information covered in these documents is not an acceptable excuse for making mistakes in this class.

- Students are required to complete weekly assignments and learning activities by the deadline. All deadlines are based on CST (Central Standard Time). **There are no extensions of deadlines.**

- Students are expected to follow the instructions for each assignment. Instructions for each assignment can be found in the Course Syllabus and Class Schedule, as well as on each assignment under the Assignments button in Canvas. A deduction in points will be applied to submitted assignments which do not comply with the instructions.

- Students are expected to submit **complete** Group Problems into Canvas under the Assignments button or in the appropriate Module button **before the deadline.** Once a problem is submitted, it will be graded as is. Therefore, students are expected to triple-check their work before submitting it. Canvas will not allow a student to return to a Group Problem once it is submitted. Therefore, the student must submit only completed problems. Problems are NOT accepted in e-mail.

- Students are expected to submit all Homework, Quizzes, and Tests in MyMathLab Plus by the due dates.

- Students are expected to read all sections in the Canvas website for this course before beginning work on the assignments, and they must visit this site at least once every 24 hours.

- Students are expected to check their UAB e-mail daily and respond within 48 hours to instructor emails. Regular communication via e-mail with the Course Instructor is expected.

- All students are required to obtain and use the UAB email address that is automatically assigned to them as UAB students. All official correspondence will be sent ONLY to the @UAB.edu email address.

- All students are responsible for ensuring that the correct UAB e-mail address is listed in Canvas by the end of Week 1 as well as to ensure that their UAB e-mail account is in proper working order during the entire time they are enrolled at UAB. Email is the only way the Course Instructor can, at least initially, communicate with students. It is the student’s responsibility to make sure a valid e-mail address is provided. Failure on the student’s part to do so can result in the student missing important information that could affect the grade. **Students are responsible for the information that is sent to their UAB e-mail account.** The Course Instructor will not accept e-mails sent from e-mails accounts other than UAB.

- Students are expected to devote an average of 8 to 12 hours per week to the assignments.

- Students are expected to have a back-up plan in the event their computer has operational problems, there is loss of electricity, or there is loss of Internet access. These are not an excuse for late or incomplete submission of assignments, nor are they acceptable reasons for an assignment deadline extension. UAB’s MLL, most public libraries, school libraries, university libraries, etc. have computers with Internet access and are available for use by the public.

- The Math Learning Lab (MLL) in 202 Heritage Hall is available for student use Monday through Friday. Students in this course may use the computers to complete assignments, and they may get assistance from math tutors. Go to the math department website and click on Student Resources tab for details (http://www.uab.edu/mathematics).

- Students are expected to participate in this course by following the Course Syllabus, Class Schedule, and any additional information provided by the Course Instructor.
• Students are expected to remain in regular contact with the Course Instructor via Canvas and UAB e-mail as well as through participation in the Discussion Board and submission of assignments. The Course Instructor will communicate on the Canvas Announcement page, Discussion Board and/or via UAB e-mail.

• Students are expected to use the UAB e-mail for one-on-one instructor/student conferencing or to schedule an individual chat session or personal meeting. If a student has a question about a particular problem from MyMathLab (homework or quiz), then he should use the Ask My Instructor link to email the instructor.

• Students are expected to review their grades and comments on graded assignments in Canvas within one week of submitting for grading. The Course Instructor does not use e-mail to communicate grades or comments about graded assignments. Assignments are graded within one week of being submitted into Canvas by the student. It is the student’s responsibility to review grades within one week of submitting an assignment and e-mail the Course Instructor within the same time period if a grade is not showing.

• Students in this class will be expected to:

Speak and write Standard English.
Work cooperatively with others.
Possess independent reading and study skills at the university level.
Possess basic computer skills.
Possess the appropriate computer software and hardware necessary for successful participation in the class.

• Because instructional materials on the course website may be copyrighted, students may not download materials on the site to their desktops, laptops, or PDAs, or alter or distribute any materials on the course site, unless clearly directed to do so.

SITE MAP FOR THE COURSE

Announcements: Log in to Canvas to see this page. The instructor will update the announcements regularly.

Course Information: All information about the course policies, expectations, and grading can be found here. Make sure you read everything carefully.

Assignments: There are links to all assignments here. You will have multiple assignments due each week, and the best way to keep up with them is by viewing the current Week. Each Week contains a list of the objectives and links to the assignments.

Discussions: You must go into the Discussions to complete your Introduction Threaded Discussion. The Intro TD is REQUIRED. It is worth 6 points and is due Fri, June 6. General questions for the instructor should be posted here so everyone can benefit from the information.

People: Find your current group members each week and participate in a Group Discussion on scheduled days to solve the week's Group Problem. There are 10 Group Discussions that are worth 6 points each. Participation is required and will be graded according to the Group Discussion rubric (see Rubric for MA 105 online Group Problems under Course Information).

Grades: You can find a link to your Canvas Gradebook.

UAB Grade for MA 105: You can check your status in the course anytime (after the drop/add period) by clicking on the link.

Modules: Go to the current week to find a list of objectives and links to assignments that are due (the Course Home page).

Quizzes: Under this tab students access the Syllabus Quiz, and Group Problems (GPs). There is a link to
MyMathLabPlus: There is a link to BlazerNet to log in to MyMathLabPlus to complete homework, take quizzes, and tests, but students will exit the Canvas platform to access them.

ProctorU: There is a link to login to ProctorU to schedule an appointment, test the equipment, and take tests remotely.

• **Group Problems (GPs)** – There are 10 Group Problems. Each week students are required to work together in Canvas Groups (according to the Groups of Four Rules) to solve a problem. Then they must submit individual papers in Canvas by the deadline. Students can earn up to 8 points on each individually submitted Group Problem and up to 6 participation points on each Group Discussion for a total of 14 points (see the Rubric for MA 105 online Group Problems for details). Students will be randomly assigned to different groups every week (listed under People in Canvas). The Group Problems and Group Discussions are available Sunday/Monday, and Tuesday/Wednesday according to the class schedule, but **individual papers must be submitted in Canvas by the end of day Monday (11:59pm CST) for Sun/Mon discussion, and on Wednesday for Tue/Wed discussion.** Each week the groups must meet together on Sun/Mon and/or Tue/Wed (according to the schedule) in Canvas Groups to solve the assigned Group Problem. **Each student should work on the problem as soon as possible on scheduled days to be prepared to contribute to the group discussions.** Students must make sure their groups have plenty of time to meet BEFORE the deadline. Students should NOT wait until the deadline to submit their papers because they run the risk of running out of time or having technical problems. NO late submissions are allowed. The Rubric for MA 105 Group Problems can be found in Canvas under Course Information. Students can only earn the points for the Group Problems if their individual papers are submitted by the deadline in the proper location (Click on the appropriate Group Problem under Assignments or in the appropriate Week in Canvas). Group Problems CANNOT be sent by email. **Groups must meet in Canvas Groups to receive Group Discussion credit.** There are no extensions or make ups for missed Group Problems.

• **Homework** - There are 14 homework assignments. Homework is completed and submitted in MyMathLabPlus, but a link to the software is located in Canvas and BlazerNet. Each HW is worth 10 points. When the homework is submitted or closed in MyMathLabPlus, a score and percentage is given. The UAB score (out of 10 pts) for the homework can be found in Canvas under UAB Grade for MA 105 or online at [https://secure.cas.uab.edu/mll/db/](https://secure.cas.uab.edu/mll/db/). **An unlimited number of attempts can be made on each homework problem** before the deadline, so students should be able to earn 100% on all homework. If a problem is marked with a red X as incorrect, then the student can click on Similar Exercise at the bottom of the page and work another problem correctly for full credit (before the deadline). Students can go in and out of the homework as many times as they like before the deadline (all of the work is automatically saved). Students earn points for homework completed on or before the due date. After the due date, students can review homework assignments and work similar exercises, but they cannot change their score. All homework is available at the beginning of the term, so students may work ahead as much as they like. **There is a set of prerequisite media (reading) assignments for each homework assignment.** There are no extensions or make ups for missed homework because the work can and SHOULD BE completed in advance of the deadlines.

• **Quizzes** - There are 14 quizzes. Quizzes are completed and submitted in MyMathLabPlus, but a link to the software is located in Canvas and BlazerNet. Each quiz is worth 10 points. Once the quiz is submitted in MyMathLabPlus, it is scored and a percentage is given. The UAB score (out of 10 pts) for the quiz can be found in Canvas under UAB Grade for MA 105 or online at [https://secure.cas.uab.edu/mll/db/](https://secure.cas.uab.edu/mll/db/). Students take the quizzes on their own schedule, but they can only earn the quiz points if the quiz is taken on or before the due date. Students must complete the quizzes BY THEMSEVLES without any assistance from another person, but they may use their textbook and notes. The quizzes are timed, and they must be taken in one sitting within 30 minutes. Students cannot exit the quiz or that will count as one of their attempts. Each quiz can be taken a maximum of two times. The higher grade attained will count. All quizzes are available at the beginning of the term, so students may work ahead as much as they like. There are no extensions or make ups for missed quizzes because the work can and SHOULD BE completed in advance of the deadlines.
• **Tests** - There are 2 Midterm Tests and cumulative Final Exam. Tests and Final Exam are completed and submitted in MyMathLabPlus, but a link to the software is located in Canvas and BlazerNet. Each Midterm test is worth 160 points, and Final exam is worth 250 points. Once the test is submitted in MyMathLabPlus, it is scored and a percentage is given. The UAB score (points) for the test can be found in Canvas under UAB Grade for MA 105 or online at https://secure.cas.uab.edu/mll/db/. Students must take the tests during the scheduled dates and times under supervised conditions.* Midterm tests have a 120 minute time limit, Final Exam has a 150 minute time limit, and they must be taken in one sitting. Students must use the computer scientific calculator during testing. No personal calculators are allowed. Students may use scratch paper during a test, but no credit is given for work done on the scratch paper. One or more photo IDs will be required for testing.

**Practice Tests (Review for test)** are available in MyMathLabPLus. The practice tests do not count towards a student’s grade, but they are recommended as a way to help them prepare for their tests. Students may take the practice tests as many times as they like. The practice tests are also available in the student workbook.

<table>
<thead>
<tr>
<th><em>Taking Tests in your Online Course:</em></th>
</tr>
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<tbody>
<tr>
<td>The two mid-term tests and the final exam are proctored tests. Midterm Tests are limited to 120 minutes, Final Exam is 150 minutes. <strong>On test days, you must have a UAB photo ID, driver’s license, or gov’t-issued ID with you.</strong></td>
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There are two ways in which a test can be proctored. These are:

1. You can take the test at the assigned time and date in the UAB Math Learning Lab, room 202 Heritage Hall, under the supervision of the course instructor. The dates are:

   - The Midterm Test 1: 4:40 pm - 6:40 pm on June 27.
   - The Midterm Test 2: 4:40 pm - 6:40 pm on July 25.
   - The Final Exam: 4:30 pm - 7:00 pm on August 1.

   **Location:** Math Learning Lab (Heritage Hall, Room 202).

2. You can take the test at a location remote from the Math Learning Lab by using the services of the company [ProctorU on or before the dates listed above](#). There is an additional cost to you for this proctoring service, plus there are certain minimum hardware and software criteria which must be met. The costs and the required hardware and software are shown on the ProctorU attachment to this syllabus.

   You have to select the mode of proctoring at least one week in advance of each test. You must make a proctoring appointment with ProctorU for the designated test time at least three days in advance of the test. See the attachment for specific details about making proctoring appointments with ProctorU. If you choose to take your test with ProctorU, you must schedule it before or on the campus scheduled date, but no later than 4:00 pm of assigned campus date.

**MAKE UP POLICY:** If a test is missed due to a **serious, verifiable** circumstance, the student should contact the instructor as soon as possible and go through the appeal process. The student must submit an Appeal Form (available in the Math Department Office in 452 Campbell Hall) and supporting documentation to the Math Department Appeals Committee. The Appeal Form with supporting documents attached must be received in Campbell Hall 452 no later than one week after the missed deadline. The appeal will be reviewed by the Director, the course instructor, the course coordinator, and the Supervisor of the MLL. The student will receive a prompt reply as to the adjudication of the appeal but should continue working in the course. **Failure to schedule or take a test with ProctorU, computer problems, student personal problems, and not having the appropriate software (permanent access) are NOT acceptable excuses.**

There is no appeal for missed deadlines for Group Problems, Homework, or Quizzes. However, if a student has an unplanned, **emergency** circumstance that temporarily prevents him from participating in the class (such as documented hospitalization), then he should contact the instructor as soon as possible. A request for make-up work will be considered. Travel and/or work-related business do NOT qualify for make-up work.
MATH HELP - Tutoring assistance is available on campus Monday through Friday in the Math Learning Lab (MLL) located in 202 Heritage Hall. The hours of operation and additional information can be viewed on-line at http://www.uab.edu/mathematics/mll. Students can work on their homework, take quizzes, obtain tutoring assistance, and listen to course video lectures in the MLL. (To watch and listen to computer video lectures, students can bring their own headsets or can check out a headset from the MLL.)

UAB EMAIL - All students are required to obtain and use the UAB e-mail address that is automatically assigned to them as UAB students. All official correspondence will be sent ONLY to the @uab.edu address. All students are responsible for ensuring that the correct e-mail address is listed in Canvas by the beginning of Week 1. E-mail is the only way the Course Instructor can, at least initially, communicate with students. It is the student’s responsibility to make sure a valid email address is provided. Failure to do so can result in missing important information that could affect the student’s grade.

Disability Support Services (DSS). DSS offers special accommodations to students who qualify. The UAB DSS office location is 1701 9th Avenue South, telephone: 934-4205, e-mail: dss@uab.edu. Students who have a DSS-approved accommodation for extended test times will take quizzes and tests that have a longer time duration. See your instructor for further information.

CLASS SCHEDULE – The class schedule can be found in Canvas under Course Information.

MyMathLabPLUS DEADLINE DATES

<table>
<thead>
<tr>
<th>No.</th>
<th>Text sections</th>
<th>Date</th>
<th>No.</th>
<th>Major Tests</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>F.1, F.2</td>
<td>06/05/14</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>F.4, 1.1, 1.2</td>
<td>06/10/14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>1.3, 1.4</td>
<td>06/12/14</td>
<td></td>
<td></td>
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<tr>
<td>4</td>
<td>1.5, Review</td>
<td>06/17/14</td>
<td></td>
<td></td>
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<tr>
<td>5</td>
<td>2.4, 2.5</td>
<td>06/19/14</td>
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<tr>
<td>6</td>
<td>1.6, 2.6, Review</td>
<td>06/24/14</td>
<td>1</td>
<td>F.1 – 2.6</td>
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<tr>
<td>7</td>
<td>3.1, 3.5</td>
<td>06/26/14</td>
<td>(HW1-6)</td>
<td>06/27/14</td>
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<tr>
<td>8</td>
<td>3.6, 3.2</td>
<td>07/01/14</td>
<td></td>
<td>4:40 -6:40 pm</td>
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<tr>
<td>9</td>
<td>3.4, Review</td>
<td>07/08/14</td>
<td></td>
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<td>10</td>
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<td>07/15/14</td>
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<td>4.7, 4.8</td>
<td>07/22/14</td>
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<td>14</td>
<td>Review</td>
<td>07/24/14</td>
<td>Final Exam</td>
<td>08/01/14</td>
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4:30-7:00 pm

** Note that each homework assignment is worth 10 points and each quiz is worth 10 points.
HOW YOUR GRADE IS CALCULATED

Your grade is calculated based on the number of points that you earn.
You can earn a maximum of 1000 points.
Note that 879 points earns you a grade of B, not a grade of A, etc.

Course Grades: Students earn their grade in the course by accumulating points. There is a maximum of 1000 points available. Student letter grades are awarded as follows. Students can go to https://secure.cas.uab.edu/mll/db/ to review the status of their grades in the course. Note that grades are awarded by points earned, not by percentages.

WHERE DO THE POINTS COME FROM?

<table>
<thead>
<tr>
<th>Number of Points</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>880 to 1000</td>
<td>A</td>
</tr>
<tr>
<td>750 to 879</td>
<td>B</td>
</tr>
<tr>
<td>620 to 749</td>
<td>C</td>
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<tr>
<td>500 to 619</td>
<td>D</td>
</tr>
<tr>
<td>Below 500</td>
<td>F</td>
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<table>
<thead>
<tr>
<th>Grade Element</th>
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<tbody>
<tr>
<td>Syllabus Quiz</td>
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<td>4</td>
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<tr>
<td>Intro Discussion</td>
<td>6</td>
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<td>6</td>
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<tr>
<td>Discussions</td>
<td>6</td>
<td>10</td>
<td>60</td>
</tr>
<tr>
<td>Group Problems</td>
<td>8</td>
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<td>Homework</td>
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<tr>
<td>Quizzes</td>
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<td>14</td>
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<tr>
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<td>160</td>
<td>2</td>
<td>320</td>
</tr>
<tr>
<td>Final Exam</td>
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<tr>
<td>Total points</td>
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<td></td>
<td>1000</td>
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</table>

STUDENT/FACULTY INTERACTION - Interaction will take place via e-mail, telephone (in case of emergency), Discussion Board, and comments on graded assignments under the Assignments button in Canvas.

The student will participate in this course by following the guidelines set forth in this Syllabus and the Course Schedule, and any additional information provided by the Course Instructor.

Students are expected to remain in regular contact with the Course Instructor and class via Canvas through participation in the Discussion Board and submission of weekly problems. Students are expected to work in assigned groups on the weekly problems, but they must submit individually written papers.

The Course Instructor will communicate on the Canvas Announcement page, Discussion Board, comments on graded assignments under the Assignments button in Canvas, and/ or e-mail.
E-mail will be used for one-on-one instructor-student conferencing.
Canvas will be used for student’s deliveries of weekly problems.

The Course Instructor will check e-mails daily and will respond to e-mails containing questions, comments, and concerns within 24 to 48 hours on weekdays and 48 hours on weekends.

The Course Instructor will check Canvas daily and will respond to postings (weekly assignments, examinations, discussions, etc.) within one week of receiving.
Students are encouraged to use the *Discussions* feature on Canvas to ask questions and/or make comments that pertain to this course. This approach will allow all students to benefit from this information.

Comments on graded Group Problems and Threaded Discussions (TDs) will be posted under Grades button in the Canvas Gradebook. Scores for Group Problems and TDs will also be posted there and can also be seen under UAB Grade for MA 105. Students are expected to review their grades and comments on the assignment within one week of submitting the assignment.

**TECHNOLOGY REQUIREMENTS** - Students must have:

- A UAB e-mail account that can be accessed on a daily basis.
- E-mail software capable of sending and receiving attached files.
- Ability to scan a document and create a pdf (for submitting graphs or diagrams).
- Access to the Internet with a 56.9 kb modem or better.
- A personal computer capable of running Canvas and MyMathLabPlus.

Go to UAB’s Canvas login page [https://uab.instructure.com](https://uab.instructure.com) to find a link to Canvas. The recommended browser is Mozilla Firefox. Go to [http://pearsonmylabandmastering.com](http://pearsonmylabandmastering.com) to find a link to System Requirements. Students who use older browser versions will have compatibility problems with Canvas and MyMathLab Plus.

- Virus protection software, installed and active, to prevent the spread of viruses via the Internet and email. It should be continually updated!
- Internet Access: This is an online class. Students must have access to a working computer and access to the Internet. Students can use UAB computers in the library or in the MLL, a public library, etc. to insure they have access. Not having a computer, computer problems, computer crashes, loss of Internet and/or loss of electricity are not acceptable excuses for late work, incomplete work, or a request for an assignment deadline extension. Students are expected to have a back-up plan in case any of these occur.

### Some troubleshooting tips for working at home:

**Close the browser and start again by logging into BlazerNet. Try another browser** if yours doesn’t work. Install and use only supported browsers. You can only ACCESS YOUR COURSE through BlazerNet. **No other login pages will work.** If nothing works, contact Pearson’s technical support via chat. Email your instructor if you have problems. (S)He might be able to help.

**HONESTY AND PLAGIARISM** - The awarding of a university degree attests that an individual has demonstrated mastery of a significant body of knowledge and skills of substantive value to society. To ensure this, UAB expects all students to abide by the UAB Academic Honor Code:

**The UAB Academic Honor Code**

UAB expects all members of its academic community to function according to the highest ethical and professional standards. Students, faculty, and the administration of the institution must be involved to ensure this quality of academic conduct. Academic misconduct undermines the purpose of education. Such behavior is a serious violation of the trust that must exist among faculty and students for a university to nurture intellectual growth and development. Academic misconduct can generally be defined as all acts of dishonesty in an academic or related matter.

Academic dishonesty includes, but is not limited to, the following categories of behavior:

- **ABETTING** is helping another student commit an act of academic dishonesty. Allowing someone to copy your quiz answers or use your work as their own are examples of abetting.
- **CHEATING** is the unauthorized use or attempted use of unauthorized materials, information, study aids, the work of others, or computer-related information.
PLAGIARISM means claiming as your own the ideas, words, data, computer programs, creative compositions, artwork, etc., done by someone else. Examples include improper citation of referenced works, the use of commercially available scholarly papers, failure to cite sources, or copying another person’s ideas.

FABRICATION means presenting falsified data, citations, or quotations as genuine.

MISREPRESENTATION is falsification, alteration, or the misstatement of the contents of documents, academic work, or other materials related to academic matters, including work substantially done for one class as work done for another without receiving prior approval from the instructor.

Violations of the UAB Academic Honor Code are punishable by a range of penalties, from receiving a failing grade on an assignment to an F in the course to dismissal. Any course grade of F for academic misconduct supersedes any other grade or notation for that class. Withdrawal from a course while a possible violation of the Academic Honor Code is under review will not preclude the assignment of a course grade that appropriately reflects the student’s performance prior to withdrawal if the violation is substantiated.

FACULTY EVALUATION – At the end of each term, students will be notified of the requirement to fill out a Course Evaluation Form (IDEA Survey). These evaluations are completely anonymous and are online for all students. Further information will be posted in the Announcements section in Canvas.

NOTE: For Course Syllabi posted prior to the beginning of the term, the Course Instructor reserves the right to make changes prior to or during the term. The Course Instructor will notify students, via e-mail or Canvas Announcement, when changes are made in the requirements and/or grading of the course.