

UNIVERSITY OF ALABAMA AT BIRMINGHAM
MA 110, Finite Mathematics
QL COURSE SYLLABUS
Fall 2020

Instructor information –

Instructor: Heather Land

Best way to contact: hland@uab.edu

Office hours: Zoom by appointment during flexible times

I check email regularly Mon-Fri, but I will be slower to respond at night and on weekends.

Instructional Method –

Online: This class will be conducted entirely online through the Canvas Learning Management System, Zoom, and other tools. Students will not attend class on-campus. These classes are designated in the Class Schedule with a section number beginning with the letter "Q".

TEACHING TIME ZONE: Central time

Time commitment: This is a remote course worth 3 credit hours. You should prepare to spend about 9 hours per week participating in course activities and working on assignments.

PREREQUISITES –

UAB MA 094 Minimum Grade of C, or UAB MA 098 Minimum Grade of C, or UAB MA 102 Minimum Grade of C, or ALEKS Math Placement Assessment score 30-45.

COURSE DESCRIPTION –

(3 semester hours) Topics covered in the course include: voting, probability, descriptive and inferential statistics, and consumer mathematics. This course satisfies the Core Curriculum requirement in mathematics. Quantitative Reasoning is a significant component of this course.

LEARNING OUTCOMES –

Upon successful completion of MA110, a student

- is able to compute using arithmetic and elementary algebra in a variety of problem situations;
- is able to identify the problem and translate verbal descriptions into mathematical form;
- is able to evaluate the reasonableness of quantitative assertions;
- is able to interpret and construct graphs, tables, and schematic representations of mathematical relationships;
- understands elementary probability, and is able to draw conclusions based upon probability;
- is able to select and use appropriately quantitative evidence and inferences;
- is able to communicate results of mathematical investigations in a manner appropriate to the audience;
- is persistent in attempting to solve mathematical problems.

This course is more about developing quantitative reasoning ability than acquiring any specific set of mathematical skills (algebra, arithmetic, etc.). The above learning outcomes are realized in the course in a variety of contexts and a variety of learning opportunities (group work, discussion, lecture, and computer-aided instruction).

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 email or Canvas Announcement, when changes are made in the requirements and/or grading of the course.

UAB Policies and Resources-

Add/Drop and Course Withdrawal

- **Drop/Add:** Deadlines for adding, dropping, or withdrawing from a course and for paying tuition are published in the [Academic Calendar](#) available online. Review the [Institutional Refund Policy](#) for information on refunds for dropped courses.
- **Withdrawal:** To avoid academic penalty, a student must withdraw from a course by the withdrawal deadline shown in the academic calendar and receive a grade of W (withdrawn). Failure to attend class does not constitute a formal drop or withdrawal.

UAB United: Safe Entry to Campus

- Please go to the [UAB United website](#) for guidance and resources related to our safe entry to campus in Fall 2020, including information on:
 - [Testing](#)
 - [Academic resources](#) and in-depth information
 - [Student Affairs resources](#) to support all students (housing, dining, extracurricular activities, parking, etc.)
 - [Health and safety resources and recommendations](#) for on and off-campus
 - Information for [graduate students](#), [School of Medicine students](#), [Post-Docs](#) and [International Students](#)

All students should use the [Student COVID-19 Entry Checklist](#) to see what they have to do in order to enter the campus safely. **Non-compliance with the required items will result in students not being able to remain on campus or participate in any in-person classes, meetings, jobs, extracurricular activities, and events.**

Misconduct

The University of Alabama at Birmingham 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. Review the Academic Honor Code and Non-Academic Student Code of Conduct linked below.

- [Academic Honor Code](#)
- [Non-Academic Student Code of Conduct](#)

DSS Accessibility Statement

Accessible Learning: UAB is committed to providing an accessible learning experience for all students. If you are a student with a disability that qualifies under Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act, and you require accommodations, please contact Disability Support Services for information on accommodations, registration and procedures. Requests for reasonable accommodations involve an interactive process and consist of a collaborative effort among the student, DSS, faculty and staff. If you are registered with Disability Support Services, please contact DSS to discuss accommodations that may be necessary in this course. If you have a disability but have not contacted Disability Support Services, please call (205) **934-4205**, visit [their website](#), or their office located in Hill Student Center Suite 409.

COVID-19 Adjustments for Students: Attendance will not be a part of your grade in MA 110. Students concerned about their attendance as a result of COVID-19 should register with Disability Support Services.

UAB Disability Support Services (DSS) has established a process for UAB students to request temporary adjustments based on the impact of COVID-19. The process is similar to the traditional DSS registration procedures for accommodations based on disability. However, these requests will be referred to as "COVID-19 Related Temporary Adjustments". On the DSS website, there is a section (next to the traditional DSS application process) titled "Request COVID-19 Temporary Adjustments" where students can read the process and click to complete an application.

On the application, the student must complete an attestation and identify which of the following category(s) applies to their situation. Students will be allowed to submit documentation to support their requests.

- I am 65 or older
- My medical provider has determined that I am an individual who is considered high risk according to Centers for Disease Control and Prevention
- I care for or reside with an individual who has been determined to be high risk according to Centers for Disease Control and Prevention
- I have tested positive for COVID-19
- I am requesting adjustments for another reason

Any questions regarding this process should be referred directly to dss@uab.edu. For qualifying students, DSS staff will create a Notification of Temporary Adjustment Letter (PDF format) which will be provided to students. Students will share this letter, as needed, with instructors to request adjustments.

Title IX Statement:

The University of Alabama at Birmingham is committed to providing an environment that is free from sexual misconduct, which includes gender-based assault, harassment, exploitation, dating and domestic violence, stalking, as well as discrimination based on sex, sexual orientation, gender identity, and gender

expression. If you have experienced any of the aforementioned conduct we encourage you to report the incident. UAB provides several avenues for reporting. For more information about Title IX, policy, reporting, protections, resources and supports, please visit [UAB Title IX webpage](#) for UAB's Title IX, UAB's Equal Opportunity, Anti-Harassment, Duty to Report, and Non-Retaliation policies.

Mandatory Masks and Social Distancing Requirements:

In accordance with CDC guidelines and for the health and wellbeing of all faculty, staff and students. Students, faculty and staff are required to wear cloth face coverings or face masks at all times and maintain social distancing (6 feet between individuals in traditional classrooms, or, in instructional laboratories and similar settings) while on the UAB campus. Instructors have the right to ask those who are not complying with these requirements to leave class in the interest of everyone's health and safety. In the event that a student refuses to comply with these requirements, the instructor has the right to cancel class.

Additionally, following other simple practices will promote good health in and out of the classroom, such as frequent and thorough hand washing, wiping down desks and seats with disinfectant wipes whenever possible, not sharing personal items such as pens and cell phones, and avoiding crowded areas and other enclosed spaces.

The UAB Blazer community views the adoption of these mandatory guidelines as a mark of good citizenship and respectful care of fellow classmates, faculty, and staff. Please visit the [UAB United website](#) for further information.

Food may not be consumed during class times in classrooms, but bottled water is permissible.

GuideSafe Event Passport Class Requirement

Faculty are required to verify all students who are present for in-person instruction have a current Event Passport.

The COVID-19 pandemic is an extraordinary situation requiring significant measures to create a safe educational community. UAB is using GuideSafe™ Event Passport to facilitate access to classrooms, meetings, events, or facilities having ten or more people. Attendees, including faculty, staff, and students, will complete [UAB Healthcheck](#), a COVID-19 assessment tool, prior to entering their event. An Event Passport is issued based factors from your daily risk level as assigned by the UAB Healthcheck. After you have completed Healthcheck, press the "Passport" button to get your passport. This passport is good for 24 hours. Remember your passport number to access your passport later in the day. Each user is assigned a unique passport number indicating their status for the upcoming event that will show a "Clear" (Green) screen or "Not Clear" (Red) screen. After the 24-hour passport has expired, you will need to complete Healthcheck again. Each passport will have a time and date to ensure validity. Learn more at [UAB GuideSafe Event Passport](#).

REQUIRED MATERIALS –

EQUIPMENT STATEMENT FOR MA 110 – All students must have the required equipment for remote testing with ProctorU (webcam and microphone required, reliable high speed internet required). Students may test their equipment by going to <https://test-it-out.proctoru.com/> .

Note that the following **CANNOT be used for testing with ProctorU**: Chromebooks, Tablets, Linux operating systems, Virtual machines, Windows 10 in S mode, Surface RT.
Chrome is the recommended browser.

Students must have a **back-up plan** in case they have technical issues with their computer and/or internet.

Knewton alta Access –Students must purchase an access code from UAB Barnes & Noble or directly from Knewton (within Canvas).

- **How to register for Knewton alta:**

- Log in to Canvas.
- Work through the Modules in order.
- When you click on HW1, it will take you to a pre-created account.
- Click Purchase.
 - Select Plan or Enter Code (purchased from UAB Barnes & Noble)
 - *You may also select Courtesy Access (only good for 14 days).*
 - Note that once Courtesy Access expires, you will no longer have access to your HW and Quizzes. No extensions of deadlines are given for failure to purchase your required access to Knewton.

Calculator: Students must **use their computer operating system calculator during ALL Tests.**

ATTENDANCE/PARTICIPATION POLICY –

Participation in all learning activities and completion of all assignments is required, and points will be awarded.

Students are expected to work on their assignments regularly, and not to wait until the deadline to begin.

Students are expected to have a back-up plan in case they have technical issues.

Extended Absences: Attendance is fundamental to course objectives and to the integrity of this course. Courses in the Mathematics Department require a variety of activities that involve interaction with the instructor and/or interaction with other students. Excessive absences and missed assignments seriously jeopardize a student’s ability to successfully complete the course. In the event of excessive absences, students should be prepared to officially withdraw from the course. Go to <https://www.uab.edu/students/one-stop/classes/add-drop-and-withdrawal-policy> to view the UAB Add/Drop and Withdrawal Policy.

COURSE GRADES –

Student grades are based on total points earned out of 1000 points and the grading scale below.

Grading scale for MA 110:

Points Earned	Course Grade
880-1000	A

750-879	B
620-749	C
500-619	D
Below 500	F

All scores will be posted in Canvas, but the total points and overall grade will be maintained at UAB Grade for MA 110 (beginning one week after the drop/add period ends). Scores for Discussions and Problems will be posted as soon as grading is complete, which is usually within one week.

To access total points and overall grade: Go to Canvas and click on **UAB Grade for MA 110**, or go to <https://secure.cas.uab.edu/ml/db/>. The instructor will upload Canvas scores to UAB Grade for MA 110 regularly after deadlines.

Pass/Fail option: MA 110 allows students to elect a Pass/Fail option in case there are circumstances and/or challenges students are encountering related to the ongoing pandemic that might make a Pass/Fail option a better option. Students should discuss this option with their advisor before selecting it. If students are not remaining with the default letter grade method for any of their courses, they must select the Pass/Fail grading method for each course individually. This selection is made toward the end of the semester. Once a student selects the option for a Pass/Fail grading method for a particular course, that decision is not reversible regardless of their performance on remaining assignments or final exams.

Point distribution for MA 110:

Grade Element	Points	Quantity	Total Points
Honor Code statement	1	1	1
Syllabus Quiz	2	1	2
Discussion	10	8	80
Problem	8	8	64
RQuizzes	4	11	44
Homework	14	11	154
Quizzes	5	11	55
Tests	150	4	600
Total points			1000
<i>Bonus</i>	<i>10</i>	<i>2</i>	<i>20</i>

MAKE-UP WORK POLICY

In general, there is NO makeup for missed assignments. However, HW may be completed late within one week for 50% credit. Students are expected to work ahead on their assignments instead of waiting until the deadline.

If a student misses **one** Test, he may submit a request to replace the missed grade by taking the Makeup Test the week after Test 4. The student must submit a request form no later than Nov 11, the day after the Test 4 deadline. The student will be notified by email about the status of the request. The Makeup Test Comprehensive is a 2 hour cumulative test that covers all material in the course. A ProctorU appointment is required. **Only ONE missed test may be replaced.**

Students who must miss due to **official university competition or performance, jury duty, or required military orders** must present official documentation IN ADVANCE and MAKE ARRANGEMENTS to complete the missed work IN ADVANCE of the absence. **Before the end of the add/drop period**, students must provide their instructor a schedule of anticipated excused absences with a letter explaining the nature of the expected absences from the director of the unit or department sponsoring the activity. If a change in the schedule occurs, students are responsible for providing their instructors with advance written notification from the sponsoring unit or department.

Students should notify the instructor in writing or via email **before the end of the drop/add period** of their intention to be absent for religious observance. The instructor will work to provide reasonable opportunity to complete academic responsibilities as long as that does not interfere with the academic integrity of the course.

Two bonus assignments that are worth up to 10 points each are available to help students make up points for missed assignments.

COURSE STRUCTURE –

The course content is set up as Weekly Modules in the UAB Learning Management System (LMS), CANVAS. Students must work through the Modules in order and complete all items. In order to do this, they must have reliable access to BlazerNet, Canvas, and Knewton alta. Students must ensure that they meet the system requirements, and those of ProctorU for testing.

Graded Assignments

Tests are taken with the remote proctoring services of **ProctorU**.

- Appointment **REQUIRED** and must be made at least 72 hrs in advance or fees apply (and there may be limited/no availability).
- [Check your computer](#) with ProctorU **before each test**.
- Make sure you meet the ProctorU technical requirements: <https://support.proctoru.com/hc/en-us/categories/115001818507>
- Valid ID required – have two available.
- Quiet, private room required.
- 50 minute time limit.
- Worth up to 150 points each.
- One attempt allowed.
- May review immediately after submission.
- Only allowed items:
 - Computer operating system calculator (NO downloaded or handheld)
 - One piece of blank scratch paper (must be destroyed in front of proctor)
 - All Tests formula sheet open in another window (not printed)
 - Excel
- Prepare by going to the **Test Review Center** (available 14 days before the test deadline).

- If a student misses **one** Test, he may request to replace the missed grade by taking the Makeup Test. The student must email a request form to the instructor no later than the day after the Test 4 deadline. The Makeup Test is a 2 hour comprehensive test that covers all material. **Note that only ONE missed test may be replaced.**

Students who have technical issues with ProctorU should use: Need Help? Chat Now! at the bottom right.

Even though students take their Tests with ProctorU, we reserve the right to require a student to re-take a test with ProctorU if any testing inconsistencies or questions of academic integrity arise during the testing session, or after the review of the recording by the instructor. Students will be responsible for payment of

any fees to retake a Test. Academic misconduct undermines the purpose of education and can generally be defined as all acts of dishonesty in an academic or related matter, and it will not be tolerated.

Discussions occur weekly except during Test weeks. They give students an opportunity to work together in a group to improve their quantitative reasoning ability and conceptual understanding of mathematical ideas.

- Available on two consecutive days in the Weekly Modules.
- Must post over both days (before 10pm the second day).
- Post at least one specific idea for solving the Problem, but not your solution.
 - Do not post your solution to the Problem (this results in a 0 score for the Discussion).
 - Posts must be relevant, meaningful, and not repetitive.
- Reply to at least two other group members in a meaningful way.
- No credit is given for short, repetitive, or one word posts.
- No credit is given for consecutive posts.
- Worth up to 10 points each.
- See the rubric for details.
- No late submissions.

Problems give students an opportunity to articulate their conceptual understanding of mathematical ideas.

- Available on two consecutive days in the Weekly Modules.
- Due the second day before 11:59pm central time.
- Each student submits a unique, individually written solution.
 - If two or more students submit identical solutions, all will receive a score of 0.
- All submissions must be made in Canvas in the Problem.
- To submit: Click Submit Assignment (upper right) and select File Upload or Text Entry or Office 365, then click Submit Assignment.
- Verify that the upper right corner shows: *Submission vSubmitted!*
- You may submit more than once as needed (all submissions will be saved).
- If you submit multiple times, please indicate which one(s) to grade.
- Only files allowed: pdf, doc, docs, jpeg, xls, jpg, png.
- Worth up to 8 points each.
- See the rubric for details.
- No late submissions.

Reading Quizzes (RQuiz) requires students to read the powerpoints and test their understanding so they will be prepared for the class activities.

- Available in the Weekly Modules and also in Student Resources.
- Read the powerpoint(s) in Canvas before you take the RQuiz.
- One RQuiz is due each week before class.
- 15 minute time limit.
- Worth up to 4 points each.
- Two attempts allowed.
- Review after the second attempt.
- Highest score attained will count.
- No late submissions.

Homework (HW) – Knewton alta is designed to work the way you learn—by completing HW assignments. All of your course material (including text instruction like what you might find in a book) plus videos, animations and worked examples, are presented to you in alta at the moment you need it. Once you begin

a HW assignment, alta recognizes pretty quickly what you know or don't know and will adapt the HW assignment dynamically to your specific learning level.

When alta identifies a knowledge gap from your past, it will give you instructional support and a few extra questions until you've shown that you understand the concept, and can demonstrate proficiency by completing the assignment. Because alta is adapting to your personal learning, some of you will complete the HW assignment quickly, and some of you may take longer. (You'll see this in your progress bar.)

Guessing is highly discouraged. *Guessing will only mess with alta's ability to recommend the right content for you and could create a longer assignment experience.*

- Available in the Canvas Weekly Modules, but students may work ahead one week.
- One HW is due each week.
- Always View Related Instruction before you begin answering questions.
- Click on More Instruction within a question if you aren't ready to answer and need help.
- **Do not guess** (makes HW longer).
- Length and time varies.
- Adaptive based on mastery.
- Worth up to 14 points each.
- May be completed up to one week late for a 50% penalty on the late work.
- If you are struggling and need help, reach out to the instructor.
 - The instructor may be able to help online through email or Zoom.

Quizzes

- Available in the Canvas Weekly Modules.
- One Quiz is due each week.
- 15 minute time limit.
- Worth up to 5 points each.
- Two attempts allowed.
- Highest score attained will count.
- May review after the deadline.
- No late submissions allowed.

Other graded assignments include the UAB Honor Code Statement and the Syllabus Quiz, which are found in Canvas and due during the first few days of the term.

CLASS SCHEDULE - A copy of the class schedule is posted in Canvas. The class schedule identifies the specific dates and times of all meetings, assignments and deadlines. It also identifies the material that corresponds to the homework, quizzes, and tests.

MATH HELP

Your instructor -- You should always **contact your instructor** if you are having difficulty with the material. They can offer suggestions and help.

Canvas

- **Powerpoints** for each HW are located in the Weekly Modules and in the Student Resources Module. They show the learning objectives and provide instruction, which prepares you for the Reading Quiz.
- **All Tests formula sheet** --- This formula sheet may be opened in another window and used during testing. You are encouraged to use and become familiar with the formula sheet while completing your assignments.

Knewton (through assignment link in Canvas)

- Each HW has **Related Instruction**, which includes text and videos.
- **Review Center** (available 14 days before each Test).

The **Math Learning Lab (MLL)** in 202 Heritage Hall will have limited availability for in person tutoring and virtual Zoom tutoring. Tutors will not help with graded assignments, solve all of your problems, or work with you for extended periods of time, but they will help guide you so that you can complete your work independently. No appointment is necessary. Tutoring is not available during holidays, breaks, or when testing is scheduled. The last available day for tutoring is the last day of classes. For more information, go to <http://www.uab.edu/cas/mathematics/ml>.

The **Vulcan Materials Academic Success Center (VMASC)** provides students with a host of free services and resources that include Tutoring and Supplemental Instruction. For more information, go to <http://www.uab.edu/students/academics/student-success>.

TURNITIN - UAB reserves the right to use electronic means to detect and help prevent plagiarism. By enrolling at UAB, students agree to have course documents submitted to [www.Turnitin.com](http://www.turnitin.com) or other means of electronic verification. All materials submitted to Turnitin.com will become source documents in Turnitin.com's restricted access database, solely for the purpose of detecting plagiarism in such documents. Students may be required by instructors to individually submit course documents electronically to Turnitin.com.

LIBRARY SUPPORT - The Libraries at UAB provide access to materials and services that support the academic programs. The following is a link to the main library (Mervyn Sterne Library) <http://www.mhsl.uab.edu/>.

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.

IRB/RESEARCH STATEMENT:

Federal regulations and university policies require Institutional Review Board (IRB) approval for research with human subjects. This applies whether the research is conducted by faculty or students. At the same time, many class projects are conducted for educational purposes and not as research, and will not require IRB approval. In this course, students work on group problems and may have to ask others for information to be used as data, but this will be done anonymously as part of an educational exercise; therefore, no IRB approval is needed. For more information about UAB OIRB, go to irb@uab.edu.