

UNIVERSITY OF ALABAMA AT BIRMINGHAM
MA 098-ZNF (MWF) COURSE SYLLABUS

Term: Fall 2021 Section: ZNF

Instructor: Tami Puchta

Instructor email: tpuchta@uab.edu

Instructor office hours: Wednesdays before or after class in the math lab. Other meetings can be scheduled at a mutually convenient time for either an in-person or Zoom meeting by sending me an email.

Instructor phone: Department of Mathematics, 205-934-2154

Weekly Course Meetings:

- Mondays and Fridays, 1:25 am to 2:15 pm in Room 443 of Campbell Hall (CH).
- Wednesdays, 1:25 am to 2:15 pm in Heritage Hall Bldg (HHB) Room 202.

WITHDRAWAL - The last day to drop this course without the payment of full tuition and fees is August 30, 2021. The last day to withdraw from this course with a grade of *W* is October 15, 2021.

Students in this course are required to begin Homework 1 in MyMathLab during the Drop/Add period of the term. Failure to begin Homework 1 by the end of the Drop/Add period will result in administrative withdrawal from the course. Students adding the course after the first day of class are required to contact the course instructor within 24 hours of enrollment for specific instructions.

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.

PREREQUISITES - None

COURSE DESCRIPTION - (3 semester hours) Real Numbers. Fractions. Decimals. Percent. Simplifying Algebraic Expressions. Solving Linear and Polynomial Equations and Problem Solving. Ratio and Proportion. Geometry.

LEARNING OUTCOMES - Upon successful completion of MA098:

- Students can perform arithmetic operations with rational numbers.
- Students can identify which set(s) to which a given number belongs (natural number, whole number, integer, rational number, irrational number, or real number).
- Students can solve basic percent problems.
- Students know and use basic geometry knowledge (including area, perimeter, and similar triangles) to solve problems.
- Students can perform arithmetic operations on polynomial expressions, factor polynomials, and solve polynomial equations by factoring.
- Students can identify rational expressions and identify their domains, can multiply, divide, add, and subtract rational expressions, simplify, and solve rational equations.
- Students know the rules of exponents and can apply them to simplify expressions involving integer exponents.
- Students are able to solve quadratic equations by factoring.
- Students can create, interpret, and use linear, quadratic, and rational models to solve problems in a variety of application areas.
- Students can graph a linear equation on the Cartesian Coordinate Plane by identifying at least two coordinate points on the line.

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

MATERIALS: The MyMathLab access code is required and is available through Canvas with the First Day Access Program. Use the *Course Materials* link in Canvas to see your access code for MyMathLab.

To enhance your learning experience and provide affordable access to the right course material, this course is part of an inclusive access model called First Day. You can easily access the required materials for this course at a discounted price, and benefit from single sign-on access with no codes required in Canvas.

UAB will bill you at the discounted price as a course charge for this course. The charge should show as **Book Charges First Day** on the student's account in Banner.

It is **NOT recommended that students Opt-Out**, as these materials are required to complete the course. You can choose to Opt-Out on the first day of class, but you will be responsible for purchasing your course materials at the full retail price and access to your materials may be suspended.

For more information and FAQs go to customercare.bncollege.com.

Accessing MyMathLab the first time to set up your account:

TO SET UP YOUR MYMATHLAB ACCESS for this course, you must go to your Canvas course and click on "MyLabs & Mastering" on the left side of your Canvas home page. This must be done in Canvas. The access code is available under the *Course Materials* link in Canvas All Homework, Quizzes, and Tests for this course are available only in MyMathLab, but **you must access MyMathLab through the MyLabs and Mastering link in Canvas.**

STUDENT EXPECTATIONS 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 CENTRAL TIME. **There are NO EXTENSIONS of DEADLINES.** See the class schedule for details.
- Students are expected to maintain an active BlazerNet account. All official correspondence will be sent ONLY to the @UAB.edu email address.
- Students are expected to read the Schedule and Syllabus for this class in Canvas.
- Students are expected to check their UAB email daily and respond within 48 hours to instructor emails.
- **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.
- The **Math Learning Lab (MLL)** is located in HHB202. For more information on tutoring (including remote Zoom tutoring), go to <http://www.uab.edu/cas/mathematics/ml>.
- **Students are expected to review their grades and participation** by clicking on Check Your Grade in MyMathLab (<https://secure.cas.uab.edu/ml/db>) **on a regular basis.**

TECHNOLOGY REQUIREMENTS - Students must have:

- A UAB email account that can be accessed on a daily basis.
- Email software capable of sending and receiving attached files.
- Updated virus protection software, installed and active, to prevent the spread of viruses via the Internet and email.
- Equipment that fully supports the Canvas Learning Management System and MyMathLab.

CLASS SCHEDULE – See Canvas for all assignment deadlines.

COURSE STRUCTURE - This course is primarily computer-based. Students must have reliable access to **BlazerNet** so they can work on their assignments in MyMathLab and Canvas. All assignments are shown on your Canvas course calendar.

SUPPLEMENTAL REVIEW HOMEWORK: This homework assignment is worth 16 points and is an independent assignment that allows students to work on pre-algebra skills needed for success in this course. The Supplemental Homework assignment is open on the first day of the semester and students may work on this assignment up until the deadline (see Canvas for details).

LESSON PREPS: There are 12 lesson prep assignments in MyMathLab and each assignment is worth 2 points. **The purpose of the lesson prep is to give a brief introduction to each lesson in advance of the instructor's discussion of the related material in class.** Students should complete each lesson prep before beginning the corresponding homework assignment. For example, Lesson 1 prep should be completed before beginning Homework 1. Lesson preps must be completed by the posted deadlines.

HOMEWORK: There are 12 homework assignments and each is worth 10 points. Homework is completed and submitted in MyMathLab. ***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. **All homework is 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 homework because the work can and SHOULD BE completed IN ADVANCE of the deadlines.**

After the due date, students can review homework assignments and work similar exercises, but they can get only 50% credit for the work.

QUIZZES: There are 12 Quizzes that are required, and each is worth 10 points. Quizzes are completed and submitted in MyMathLab. Once a Quiz is submitted in MyMathLab, it is scored and a percentage is given. 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 THEMSELVES without any assistance from another person.** 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 twice, and the highest score 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.**

WEEKLY ATTENDANCE: Students will earn 6 points per week for attendance with 2 points for lab meetings and a total of 4 points per week for class meetings. Students will sign a roll sheet at the beginning of each meeting. Students must be on time to class and stay for the entire meeting to earn attendance points for that meeting. No partial attendance points are awarded for late arrival or early departure from a meeting.

Students with Covid-related reasons for missing a class meeting must go through UAB's Student Health Service's process for an excused absence due to isolation or quarantine. You should log into your UAB Student Health Patient Portal to begin this process. Students must present their written excuse provided by Student Health to their instructor to schedule a make up session for attendance OR the student may choose to use the extra points earned from the course practice tests to replace the missed attendance points. If a student misses class for any other reason, the student may earn back the missed points through the course practice test activities.

CLASS WARMUPS: There will be a warmup group activity prior to each new weekly lesson. Each warmup is worth 4 points and must be completed in class. Students are expected to be on time to class in order to participate in the warmup activity. Students will turn in their written work for the warmup activity during class at the direction of their instructor.

TESTS: There are five major tests. Tests are completed and submitted in MyMathLab. Each test is worth 120 points. Once the test is submitted in MyMathLab, it is scored and a percentage is given. The UAB score (out of 120 pts) for the test can be found online at <https://secure.cas.uab.edu/ml/db/> or by clicking on "Check Your Grade" in MyMathLabPlus. **Students must use the MyMathLab calculator or their computer (Windows/Safari) 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. **Students are required to have a government issued photo ID during testing (UAB student ID, driver's license, etc).**

In the event UAB moves to remote or hybrid learning, students will use ProctorU services for remote testing. Students may test their equipment by going to <https://test-it-out.proctoru.com/> . A webcam is required. **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.

Students will take the course tests in the Math Learning Lab in HHB202 on the scheduled lab meeting date for each test (see the course schedule for each test date).

Practice Tests are 5 Reviews (one for each test), and they count as *extra points* towards your total points. Each Review is worth 5 points. Reviews are completed and submitted in MyMathLab. Once a Review for a Test is submitted in MyMathLab, it is scored and a percentage is given. The percentage will be converted to points and will be included in the student's total points. Students take the practice tests on their own schedule. A practice test is due on the same date as the associated test. **Students must complete the Reviews BY THEMSEVLES without any assistance from another person. The practice tests are NOT timed, and students may go in and out of them until they are ready to submit.** Each Review may be taken an unlimited amount of times, and the highest score attained will count.

COURSE GRADES - Students earn their grade in the course by accumulating points. There is a maximum of 1000 points available. No points are available after the Final Exam is taken, so students should earn as many points as possible throughout the semester by completing all assignments by the deadline. NO late assignments are accepted or allowed, and no adjustments will be made. **FINAL GRADES are awarded by TOTAL POINTS EARNED, NOT by percentages.**

All assignment grades will be posted and maintained in the math department database, which can be accessed in by going to <https://secure.cas.uab.edu/ml/db/>. **See the following tables for point and grade distribution:**

Grade Element	Max Pts per Assignment	No. of Assignments	Total Points
Homework	10	12	120
Supplemental Review HW	16	1	16
Lesson Preps	2	12	24
Quizzes	10	12	120
Class Warmups	4	12	48
Weekly Attendance	6	12	72
Tests	120	5	600
Total			1000
Practice Tests (Extra Points)	5	5	25

Points Earned	Course Grade
900-1000	A
800-899	B
700-799	C
500-699	D
Below 500	F

MAKE-UP WORK POLICY – In general, NO MAKE-UPS are allowed.

If a student misses ONE test during the semester, the student may complete a **Missed Test Request Form** by emailing the course instructor to request the form and returning the completed form by email to the course instructor no later than 12pm on the last day of classes (before final exam week). **Completing the Missed Test Request Form allows students to request that the Test 5 score earned will also be used to replace ONE missed test during the term. Note that only one missed test grade may be replaced.** It is strongly encouraged that students complete the test request form within 48 hours of the missed test.

The course practice tests provide up to 25 extra points by the end of the semester. These points may be used to replace missed class meetings or assignments worth up to 25 points.

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 through the Registrar's Office. In cases involving medical hardships, military duty, or other serious personal situations after the withdrawal date for a course, the student may participate in the Academic Policy Appeal (accessed and submitted through Blazernet Links/Forms). **More than two weeks of missed meetings is considered too much to be successful in the course.**

NON-HARASSMENT, HOSTILE WORK/CLASS ENVIRONMENT – The UAB College of Arts and Sciences expects students to treat fellow students, their Course Instructors, other UAB faculty, and staff as adults and with respect. No form of hostile environment or harassment will be tolerated by any student or employee. In this class we will only use constructive criticism and will work to build a community of lifelong learners.

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:**

DSS Accessibility Statement: 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 934-4205 or visit <http://www.uab.edu/dss> or Hill Student Center Suite 409.

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 <http://www.uab.edu/titleix> for UAB's Title IX Policy, UAB's Equal Opportunity, Anti-Harassment Policy and Duty to Report and Non-Retaliation Policy.