

UNIVERSITY OF ALABAMA AT BIRMINGHAM
MA 094L, Basic Mathematics Lab
Campus COURSE SYLLABUS
Fall 2022

INSTRUCTOR INFORMATION

Instructor: Information is in Canvas and BlazerNet
Best way to contact: Canvas message or email
Office location: HHB202
Office hours: will be posted in Canvas, other times by appointment

INSTRUCTIONAL METHOD

FACE TO FACE: This class will be taught in-person, on-campus on the days and hours listed in the Class Schedule. Go to [UAB United](#) for up to date information on COVID health and safety requirements.

TEACHING TIME ZONE: Central time (Chicago)

TIME COMMITMENT: This course is worth 2 credit hours. Students should be able to complete most of the assignments during lab time.

COURSE MATERIALS

None are required, but you will access your online assignments in Canvas.

Calculator

Only the computer calculator will be allowed while working in the Lab. No handheld are allowed.

COURSE CONTENT

Basic mathematics topics include: fractions, decimals, percent, exponential expressions, order of operations, rounding decimals, square roots, graphs, ordered pairs, plotting points, tables, problem solving, mean, median, mode, compare integers, solve linear equations, ratios, factorials.

LEARNING OUTCOMES

Upon successful completion of MA094L, a student can use basic math skills and apply them in problem solving in MA 108 and in everyday life.

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.

COURSE ACCESS

Canvas

All course materials and online assignments will be accessed in Canvas. Official communication will be done through Canvas announcements or in person.

MyLab Math

Your access to all homework preps and quizzes for this course are included in your MA 108 access. No additional purchase is required. The process for registration will be explained during the first meeting.

- NO EXTENSIONS are given for missed assignments due to failure to activate your account, or if you choose to opt out of First Day access.

Browser

Google Chrome or Mozilla Firefox are recommended to avoid any browser issues with Canvas or MyLab Math.

EQUIPMENT

You must have a computer capable of running Canvas and MyLab Math along with reliable, high-speed internet. Otherwise, you must work on assignments in the MLL or in a place where such equipment is available.

COURSE STRUCTURE

The course content is set up as Modules in the UAB Learning Management System (LMS), CANVAS. Students must work through the Modules IN ORDER and COMPLETE ALL ITEMS. Students participate in discussions, solve problems, and work on their assignments during lab time.

COURSE GRADE

Grades are awarded as Pass/Fail and are determined by attendance and points earned.

A grade of Pass:

- A student earns at least 140 points AND does not miss more than 2 Labs.
- Both must occur for the grade to be Pass.

A grade of Fail:

- A student misses 3 or more Labs OR earns less than 140 points.
- If either one occurs, the grade will be Fail.

Note that students **must earn a grade of Pass in MA 094L in order to make a grade of C or higher in MA 108**. Students who Fail MA 094L will make a grade of D or F in MA 108.

Grade Element	Points
Syllabus Quiz (1 @ 2 points)	2
Lab Attendance (10 @ 6 points each)	60
Homework Prep (10 @ 5 points each)	50
Quiz (10 @ 4 points each)	40
Assessment (2 @ 24 points each)	48
Total possible points	200
<i>Bonus</i>	5

Lab Attendance

Students must be on time and participate the entire time to earn the full points. Late students and those who are not actively engaged will not earn full points and may earn no points at the discretion of the instructor. Students work together on a warm up, participate in short lectures, work on their assignments, and get help from the instructor during lab.

Homework Prep (HW Prep)

Students work on Homework Prep assignments during Lab time in MyLab Math through a link in Canvas. All HW Preps must be completed within two days no later than 11:59PM central time. No late submissions are allowed. Problems or issues that occur outside of the lab are the responsibility of the student.

Quizzes (Q)

Quizzes may be taken during Lab time in MyLab Math through a link in Canvas. Two attempts are allowed, and highest score will count. All Quizzes must be completed within two days no later than 11:59PM central time. No late submissions are allowed. Students should not wait until close to the deadline to start a Quiz. Problems or issues that occur outside of the lab are the responsibility of the student.

- Quizzes are open-book, but students may NOT receive help from another person.
- Once a Quiz is started, it must be completed in one sitting within 30 minutes.
- It is your responsibility to have reliable internet access when taking a Quiz.
- Do NOT hit the *back* button on your browser, or your Quiz will end and you will not be able to continue.

Assessments

Two hand written Assessments are completed in the Lab on scheduled dates during regular lab time. Students may use their notes, warm ups, and the computer calculator (Windows). These assessments are designed for you to show and explain what you have learned in the class. The questions will be similar to those on your previous assignments and lab warm ups.

Bonus

There will be one bonus assignment worth 5 points.

COURSE POLICIES

ATTENDANCE/PARTICIPATION POLICY

Attendance is REQUIRED at all Lab meetings, and points are awarded for being **on time** and for **participation in all activities**. Late students and those who are not actively engaged will not earn full points and may earn no points at the discretion of the instructor.

Students who miss more than two Labs will receive a grade of Fail in the course, regardless of points earned.

CELL PHONES AND ELECTRONICS

Cell phones must be set on silent/vibrate mode during class or lab and used for emergency purposes only. Other use of cell phones, including phone calls, text messages, or internet is strictly prohibited unless otherwise allowed by your instructor.

The use of ear buds, plugs, headphones, etc. is not allowed during class or lab.

Tablets and laptops may not be used during lab time. Students must work on the MLL computers while in the lab. The use of any tablet or laptop during class requires the consent of the instructor.

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. View the [UAB Add/Drop and Withdrawal Policy](#) for more details.

More than two weeks of missed meetings is considered too much to be successful in the course.

MAKE-UP WORK POLICY

There are no make-ups for missed HW Preps and Quizzes because they should be completed during Lab time or finished within two days.

Students with COVID-related reasons for missing a Lab must go through UAB's Student Health Service's process for an excused absence due to isolation or quarantine. They must log into the 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. This should be done within one week of the return to campus.

Students who must miss due to **official university competition or performance, jury duty, or required military orders** that are documented to interfere with working in the class 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.

RESOURCES

MATH HELP

Your instructor -- You should always **inform your instructor** if you are having difficulty with the material. They can offer suggestions and help. The Lab is an opportunity for students to ask individual questions and get help while working on their HW Prep or reviewing their previous work.

Math Learning Lab (MLL)

The [Math Learning Lab \(MLL\)](#) in 202 Heritage Hall offers free in person 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. Be sure to bring your notes, work, and materials. No appointment is needed. The MLL is open Monday-Friday from the first day of class to the last day of class. Tutoring is NOT available during holidays, breaks, and Final Exam week. No food or drink allowed except bottled water.

Vulcan Materials Academic Success Center (VMASC)

The [Vulcan Materials Academic Success Center \(VMASC\)](#) provides students with a host of free services and resources that include Tutoring and Supplemental Instruction.

Other Student Resources can be found by clicking on Student Academic and Support Services in the Canvas navigation.

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.

Student Conduct

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. The purpose of the Academic Integrity Code is to support our academic mission and to maintain and promote academic integrity. All students in attendance at UAB are expected to pursue all academic endeavors with integrity, honor, and professionalism and to observe standards of conduct appropriate to a community of scholars.

- [Academic Integrity Code](#)
- [Student Conduct Code](#)

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 go to their office located in 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 [UAB Title IX webpage](#) for UAB's Title IX, UAB's Equal Opportunity, Anti-Harassment, Duty to Report, and Non-Retaliation policies.

COVID health and safety:

Please visit the [UAB United website](#) for further information.

Additional Information

PREREQUISITES

None

FACULTY EVALUATION

At the end of each term, students are asked to complete a Course Evaluation Form (IDEA Survey). These evaluations are completely anonymous and are online for all students.

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/>.

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.