UNIVERSITY OF ALABAMA AT BIRMINGHAM
MA 110, Finite Mathematics
COURSE SYLLABUS for campus sections
Spring 2020

Instructor information will be posted in Canvas.

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: set theory, 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).

WITHDRAWAL - The last day to drop this course without the payment of full tuition and fees is JAN 21. The last day to withdraw from this course with a grade of *W* is MAR 13. Go to https://www.uab.edu/students/one-stop/classes/add-drop-and-withdrawal-policy to see more details about the UAB Add/Drop and Withdrawal Policy.

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.

REQUIRED MATERIALS –

- **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 the computer calculator (Windows 10) in the MLL during ALL Tests.** They must become familiar with it BEFORE they take a test since no help is given during testing. During class, students may use their phone calculator or a personal calculator.

ATTENDANCE/PARTICIPATION POLICY - Participation in ALL meetings and learning activities is **REQUIRED** and points will be awarded.

Students who miss class due to official university business must present official documentation IN ADVANCE and make arrangements to complete the missed work IN ADVANCE of the absence.

- **CLASS meetings** --- REQUIRED
  - See class schedule for location.
  - Earn up to 5 points for each Class meeting.
  - **Arrive ON TIME** (already in your seat at class start time).
  - **SIGN THE ROLL.**
    - It is ACADEMIC MISCONDUCT to sign the roll for someone else or to leave early without notifying the instructor. Students who commit/are suspected of academic misconduct will be required to attend a hearing with the appropriate authorities.
  - **PARTICIPATE the entire time**.
    - Students who arrive late, leave early, or do not participate fully face a deduction of points or no points at the discretion of the instructor.
  - **NO PHONES, NO laptops, NO electronic devices** allowed unless specified by the instructor.
    - Students who use electronic devices during class face a deduction of points or no points at the discretion of the instructor.
  - Format: Questions, Lesson Review, Discussion, **GROUP PROBLEM SOLVING** and Presentation.
    - Students ask questions from the previous Reading Quiz or material.
    - Students work together in assigned groups to solve a problem, but they must turn in **an *individually written* report/solution** to the problem.
      - Two or more students who have identical papers will receive a 0.
    - Discussion and presentation follows group work.
    - Rules and standards for group work, report evaluation, and awarding of participation points will be addressed at the first class meeting.

- **Individually scheduled Lab time in the Math Learning Lab (MLL), HHB202**
  - 50 minutes weekly.
  - Work on assignments.
  - Practice using the computer calculator.
  - Get help from the math department tutors.
  - MLL schedule and info: http://www.uab.edu/cas/mathematics/mll

- **Testing in the MLL (Math Learning Lab), HHB202**
  - 4 Tests are taken in the MLL during class time.
  - See schedule for dates.
  - Students must use the computer calculator for all Tests (no handheld calculators).
  - The All Tests formula sheet may be opened in another window.
  - Excel may be used.

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.

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**.

- Students are expected to **be PREPARED** for each class meeting.
  - Read the powerpoint(s) in the each Week's Learning Resources.
  - Take a Reading Quiz (RQuiz), due the day before each class.
  - Bring questions about the material.

- Students are expected to participate in **Group Discussions** in class.

- Students are expected to submit i*ndividually written* solutions to **Problems** in class.

- Students are expected to submit ALL assignments by the due dates in Canvas.

- Students are expected to maintain an active BlazerNet account.

- 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.

- 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 their UAB email 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 email address is provided. Failure on the student's part to do so can

result in the student missing important information that could affect his grade. **Students are responsible for the information that is sent to their UAB email account.** The Course Instructor will not accept emails sent from other accounts.

- Students are expected to follow the instructions for each assignment. Assignments are not accepted after the deadline, and a deduction in points will be applied to submitted assignments which do not comply with the instructions or are incomplete.

- **Students are expected to devote an average of 8 to 12 hours per week to this class**.

- **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. Tutors will not solve all of your problems or sit 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. The hours of operation in the Fall and Spring are usually Monday through Thursday 9:00am to 8:00pm, and Fridays 9:00am to 3:00pm, and in the Summer the hours are usually Monday through Thursday 9:00am to 7:00pm, and Fridays 9:00am to 2:00pm. The MLL is CLOSED during all holidays and breaks, and also during final exams (except for testing). For more information, go to http://www.uab.edu/cas/mathematics/mll . Please note that all computer use in the MLL is monitored.

- Students are expected to participate in this course by attending all meetings, and 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 UAB or Canvas email as well as through participation in Class meetings.

- **Students are expected to use their UAB or Canvas email** for one-on-one instructor/student conferencing or to schedule an individual meeting. If a student has a question about the material, then he should ask for help during Class. He may also come to the Math Learning Lab whenever it is open and ask the tutors for help.

- **Students are expected to review their grades and participation** by clicking on **UAB grade for MA 110** in Canvas or by going to https://secure.cas.uab.edu/mll/db **on a regular basis** (after the first two weeks of class)**.** The Course Instructor does not use email to communicate grades or comments about graded assignments. Class Problems are usually graded and returned within one week.

- 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 if they choose to work outside the MLL.

- 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.

TECHNOLOGY REQUIREMENTS - Students must have access to:

- BlazerNet.
    - https://uab.edu/blazernet
    - For trouble with BlazerNet go to BlazerID Central: https://idm.uab.edu/bid/req
- Canvas
    - Link from BlazerNet or http://www.uab.edu/elearning/canvas.
    - Canvas help: Log in and click on the Help? button on the left.
- Knewton alta
    - Link from Canvas in Modules.
    - Knewton help: Use Chat or click Help
- **Chrome** is the recommended browser.
- A UAB email account -- accessed on a daily basis.
- Email software capable of sending and receiving attached files.
- Students who work outside of the MLL must have:
    - Reliable access to the Internet with a 56k modem or better.
    - 8 GB RAM or better.
    - Intel i5 processor or better.
    - A personal computer capable of running Knewton alta.
    - Virus protection software, installed and active, to prevent the spread of viruses via the Internet and email. It should be continually updated!
    - 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.

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 chapters and sections of the text that correspond to the homework, quizzes, and tests.

COURSE STRUCTURE – The class has two required weekly meetings, and 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 who work on the assignments outside of the MLL must ensure that they meet the system requirements.

Class Meetings consist of Questions, Discussion, **Group Work,** and **Presentation.**

- Students must be ON TIME and SIGN the ROLL.
- **NO attendance points are awarded for late arrivals** or early departures.
    - Students who are late may not be able to participate in the Group work at the instructor's discretion.
- Earn up to 5 points for each class

- The instructor may deduct additional points at his/her discretion for lack of participation.

- Students are REQUIRED to participate in:
  - **Class Discussions** – Question for Understanding
    - Student questions.
    - Instructor questions.
    - Share learning strategies.
    - If no questions are asked, the instructor may assume that you thoroughly understand the material in the lessons.
  - **Group Discussions** – Improve your understanding
    - Discuss the Problem with your assigned group (after you have read it and tried to solve).
    - Share your thoughts and ideas.
    - Help your group members.
    - Ask your group members for help.
    - Ask the instructor for help when everyone has the same question.
  - **Solving a Problem** – Communicate your understanding
    - Read the Problem and try to solve it *before* you discuss it with your group.
    - Turn in an ***individually written*** solution.
      Identical papers will receive a score of 0.
    - Show and explain all of your work in your own way and words.
    - Share your work with the class when asked.
  - **Presenting Work** --- Share your ideas with the class.
    - Present your solution to the Problem when asked.

Canvas assignments:

Syllabus Quiz -- This assignment gives students an opportunity to demonstrate understanding about the course policies and expectations.

- Available in the Week 1 Module.
- 20 minute time limit.
- Worth up to 4 points.
- Unlimited number of attempts.
- Highest score attained will count.
- Once you begin the assignment, you must complete it within 20 minutes.
- No late submissions.

Reading Quizzes (RQuiz) – These assignments require students to read the powerpoints and test their understanding so they will be prepared for the lessons and class activities.

- Available in the Weekly Modules (under Learning Resources).
- Read the powerpoint(s) in Canvas before you take the RQuiz.
- One or two RQuizzes are due before each 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.

Tests

- Taken on the scheduled dates in the Math Learning Lab (MLL), HHB 202.
- Valid ID required.
- 50 minute time limit.
- Worth up to 150 points each.
- One attempt allowed.
- May review immediately after submission.
- Only allowed items:
    - Instructor provided cover sheet/scratch paper
    - Computer calculator (no downloaded or handheld)
    - 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 submit a request to replace the missed grade by taking the Makeup Test during final exam week. The student must fill out a request form in the math department office (UH 4005) no later than 12:00pm (noon) on the last day of classes. The student will be notified by email about the time and date of the Makeup Test. Note that Makeup Tests are not be taken prior to the final exam week. The Makeup Test is a 2 hour cumulative test that covers all material in the course. ***Only ONE missed test may be replaced.***

TESTING PROCEDURES in the MLL:

- Clear all tables of everything EXCEPT a valid photo ID and a pen/pencil.
- Remove hats or hoods.
- Cell phones must be silenced and placed on the floor.
- NO electronic devices --- must be turned off and put away.
    - NO smart watches, ear buds, etc.
- NO paper or notes --- must be put away out of sight.
    - A test cover sheet/scratch paper with the test password will be provided.
    - The All Tests formula sheet may be opened in another window.
- NO handheld calculators.
    - Students **may only use the computer scientific calculator** (Windows10).
- Log in to Canvas.
    - Download the All Tests formula sheet.
    - Click on the Start menu to open the scientific calculator (and excel if desired).
    - Click on the appropriate Test.
    - LIFT YOUR KEYBOARD before receiving a test cover sheet.
    - Write your name and sign the cover sheet.
    - Enter the password.
    - BEGIN your test IMMEDIATELY.
    - After submission, review your test, turn in your cover sheet, and exit quietly.
- ***Students who fail to follow the testing procedures or display inappropriate behavior will be asked to leave and will be referred to the appropriate authorities for a hearing on academic misconduct.***

Knewton alta assignments in Canvas (*Access code REQUIRED*):

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.
- Multiple HW assignments may be due each week.
- Each HW corresponds to one lesson that is listed in its title. For example, HW1 (1.6).
- 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 8 points each.
- May be completed late for a 50% penalty on the late work.
    - All late HW must be completed by noon on Friday of final exam week in order to count towards your final grade.
- If you are struggling and need help, reach out to the instructor.
    - The instructor can help online and/or go over material during class.

Quizzes

- Available in the Canvas Weekly Modules.
- One Quiz per week that may cover multiple lessons.
- 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.

*All Knewton HW and Quizzes may only be accessed through **Canvas.** Before students begin working at home, they must make sure they meet the **system requirements**. Please note that no make ups or extension of deadlines are given for technical problems.

COURSE GRADES - Students earn their grade in the course by accumulating points. There is a maximum of 1000 points available. Students should earn as many points as possible throughout the semester by completing all assignments by the deadline.

All HW, RQuiz, Quiz, and Test scores will be posted in Canvas, but the total points and overall grade will be maintained at UAB Grade for MA 110 (beginning a few days after the drop/add period ends). Go to Canvas and click on **UAB Grade for MA 110,** or go to https://secure.cas.uab.edu/mll/db/.

Points earned for Classes will be posted as soon as grading is complete, which is usually within one week.

The instructor will upload Canvas scores to UAB Grade for MA 110 regularly after deadlines.

Note that **FINAL GRADES are awarded by TOTAL POINTS EARNED**, NOT by percentages. Percentages give students an idea of how they are doing in the class on a day-to-day basis, but they are constantly changing since they are based on the deadlines and points available as of the current date.

Point distribution for MA 110:

Grade Element	**Points**	**Quantity**	**Total Points**
Honor Code statement	1	1	1
Syllabus Quiz	4	1	4
Class	5	21	105
RQuizzes	4	20	80
Homework	8	20	160
Quizzes	5	10	50
Tests	150	4	600
Total points			***1000***
Bonus	*10*	*2*	*20*

Grading scale for MA 110:

Points Earned	**Course Grade**
880-1000	**A**
750-879	**B**
620-749	**C**
500-619	**D**
Below 500	**F**

*Please note that at the end of the semester, if a student has earned 745 points and has a 74.5%, then he earns a final grade of C, not B, because **GRADES are based on TOTAL POINTS.***

MAKE-UP WORK POLICY

There is NO makeup for missed Class meetings and no extensions of deadlines. HW may be completed after the deadline for a 50% penalty on the late work as long as it is completed by 12:00pm (noon) on the Friday of final exam week. Two bonus assignments are available that are worth up to 10 points each to help students make up points for missed classes or deadlines.

If a student misses **one** Test, he may submit a request to replace the missed grade by taking the Makeup Test during final exam week. The student must fill out a request form in the math department office (UH 4005) no later than 12:00pm (noon) on the last day of classes. The student will be notified by email about the time and date of the Makeup Test. Note that Makeup Tests are not be taken prior to the final exam week. The Makeup Test Comprehensive is a 2 hour cumulative test that covers all material in the course. ***Only ONE missed test may be replaced.***

Students who must miss class or lab 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 perio**d, 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 from class 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.

Excessive absences and missed assignments seriously jeopardize a student's ability to complete the course successfully. In the event of excessive absences, students should be prepared to officially withdraw from the course. 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 (https://www.uab.edu/students/one-stop/policies/exceptions-to-academic-policy/academic-policy-appeal).

USEFUL WEBSITES FOR THIS COURSE

BlazerNet (access to Canvas and Knewton): http://www.uab.edu/blazernet
Canvas Login/UAB eLearning: http://www.uab.edu/elearning/canvas
UAB grade for MA 110: https://secure.cas.uab.edu/mll/db/
UAB Department of Mathematics (see Student Resources): http://www.uab.edu/mathematics

MATH HELP

You should always **meet with your Instructor immediately** if you are having difficulty with the material. (S)he can offer suggestions and help.

In Canvas

- **Powerpoints** for each HW are located in the Weekly Modules. They show the learning objectives and instruction, and prepare 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.

In Knewton (through link in Canvas)

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

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. Tutors will not solve all of your problems or sit 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. The hours of operation in the Fall and Spring are usually Monday through Thursday 9:00am to 8:00pm, and Fridays 9:00am to 3:00pm, and in the Summer the hours are usually Monday through Thursday 9:00am to 7:00pm, and Fridays 9:00am to 2:00pm. The MLL is closed during final exam week except for testing, and during all holidays and breaks. For more information, go to http://www.uab.edu/cas/mathematics/mll . Please note that all computer use in the MLL is monitored.

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.

STUDENT/FACULTY INTERACTION

Interaction will take place during Class meetings, through Canvas Announcements, via email, or by appointment.

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

Students are expected to attend all Class meetings, and to remain in regular contact with the Course Instructor.

Personal communication with the instructor should be done privately before or after class, or during office hours. A request for a private meeting at other times should be sent through email.

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

Comments and scores on graded Problems are included in the returned papers. Scores can also be seen at UAB Grade for MA 110. Students are expected to review their grades to make sure they are recorded properly.

TECHNICAL SUPPORT INFORMATION

If technical problems are experienced with **BlazerNet,** students should contact UAB AskIT at http://uab.edu/it/home/askit and also inform the instructor.

For help within **Canvas**, students should use the HELP tab at the top right after they have logged in. They should also inform the instructor.

If technical problems are experienced with Knewton alta, students should log in and click on Chat or go to Help under their profile. They should also inform the instructor.

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.

ADAPTIVE NEEDS (ADA) – ADA CONSIDERATIONS

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 (DSS) 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 DSS, please contact their office to discuss accommodations that may be necessary in this course. If you have a disability but have not contacted DSS, please call 205-934-4205 or visit http://www.uab.edu/dss or go to Hill Student Center Suite 409.

Students who have DSS-approved accommodations must notify the instructor as soon as possible and make arrangements to meet to discuss the accommodations. No accommodations will be granted until DSS documentation is provided and the student has discussed the accommodations

with the instructor. Every reasonable request for accommodation will be met where possible. If a student feels he needs additional consideration, he should contact UAB Disability Support Services at 934-4025 and notify the instructor about the request.

Title IX Statement
UAB 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.

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** and the **Non-Academic Student Code of Conduct.** Some of the honor code is shown below, but go to http://www.uab.edu/students/one-stop/policies to read the entire text of both policies.

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 sign the roll for you or copy your quiz answers 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. ***Getting someone to do your HW or to take your quizzes or tests are examples of cheating.***

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.

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 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.