

UNIVERSITY OF ALABAMA AT BIRMINGHAM
MA 098
COURSE SYLLABUS

Term: Spring 2023

Section: ZNA

Instructor: Joseph Casey

Instructor email: jacasey@uab.edu

Instructor office hours: Monday 1:30-3:30pm in HHB 202

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

Weekly Course Meetings: Mondays and Fridays, 12:20 pm to 1:10pm in UH 2009.

Wednesdays, 12:20 pm to 1:10pm in HHB 202

WITHDRAWAL - The last day to drop this course without the payment of full tuition and fees is January 17, 2023. The last day to withdraw from this course with a grade of *W* is March 21, 2023.

Students in this course are required to begin Homework 1 in MyLab and Mastering during the Drop/Add period of the term. Failure to begin Homework 1 by the end of the Drop/Add period may result in administrative withdrawal from the course. Students who add 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 MyLab and Mastering 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 MyLab.

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 MyLab and Mastering the first time to set up your account:

TO SET UP YOUR MYLAB 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 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. 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.
- **Students are expected to review their grades and participation** by clicking on Check Your Grade in MyLab (<https://secure.cas.uab.edu/ml/db>) on a regular basis.

TECHNOLOGY REQUIREMENTS - Students must have:

- A UAB email account that can be accessed daily.
- 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 MyLab.

CLASS SCHEDULE – See Canvas for all assignment deadlines.

COURSE GRADES - Students earn their grade in the course by accumulating points. There are 1025 total available points, but the total calculated points are only 1000. The extra 25 points are built into the course as a “bonus cushion.” No points are available after Test 5 is taken, so students should earn as many points as possible throughout the semester by completing all assignments by the deadline. Note that **COURSE 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
Supplemental Review HW	10	1	10
Homework	12	12	144
Lesson Preps	2	12	24
In-Class Assignments & Participation	9	13	117
Quizzes	10	12	120
Pre-Test Quizzes	6	10	60
Tests	110	5	550
Total available points			1025
			Calculated out of 1000

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

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

SUPPLEMENTAL REVIEW HOMEWORK: This homework assignment is worth 10 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). This grade will be displayed as a percentage in MyLab. The percentage will be converted to points when loaded into the math department database.

HOMEWORK: There are 12 homework assignments, and each is worth 12 points. Homework is completed and submitted in MyLab. **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 only earn 65% credit for work completed after the due date.** Grades will be displayed as a percentage in MyLab. The percentage will be converted to points when loaded into the math department database.

LESSON PREPS: There are 12 lesson prep assignments in MyLab 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. Grades will be displayed as a percentage in MyLab. The percentage will be converted to points when loaded into the math department database.

IN-CLASS ASSIGNMENTS & PARTICIPATION: For 13 weeks, students can earn 9 points per week by attending class and actively participating in learning activities as deemed appropriate by the instructor. Participation points may be assessed in real-time during the class/lab meeting or involve handwritten work to be collected and graded. **Students who engage in activities not directly related to the learning objectives will not earn participation points for that class/lab and may be asked to leave the class/lab session for that day.** Examples of conduct that could cause a loss in participation points include (but are not limited to): unrelated cell phone or laptop usage during class/lab, working on material from other classes, listening to media on headphones or earbuds, eating, sleeping, arriving late, leaving early, copying work from other students, behavior or conversations that distract the student or others from the learning objectives, and engaging in other personal activities not related to learning objectives. **No make-up work will be available for In-Class Assignments & Participation points.**

QUIZZES: There are 12 Quizzes, each is worth 10 points. Quizzes are completed and submitted in MyLab. Students take the Quizzes on their own schedule, but they can only earn the full 10 points if the Quiz is taken on or before the due date. **Students must complete the Quizzes BY THEMSELVES without assistance from any person, notes, textbook, or internet resources.** 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. **After the due date, students can review Quizzes and use the learning aids, but they can only earn 65% credit for a Quiz submitted after the due date.** Grades will be displayed as a percentage in MyLab. The percentage will be converted to points when loaded into the math department database.

PRE-TEST QUIZZES: There are 10 Pre-Tests Quizzes (2 parts for each Test) worth 6 points each. The due dates for Pre-Test Quizzes are set a few days ahead of the Test date. This gives students time to learn from the mistakes on the Pre-Tests and prepare for the Test. **The student's first attempt on the Pre-Tests should be completed by the due date without any outside help or notes. This will help students gauge their true mastery of the material before taking the high-stakes Test. If you score poorly on the Pre-Tests expect to also score poorly on the Test.** After submitting both Pre-Tests, students should click on "Review Your Previous Work" in MyLab. This will allow students to "Review" the Pre-Tests and use the learning aids to obtain mastery of the topics before taking the Test. **Students are allowed unlimited attempts on Pre-Test Quizzes.** Only the highest score will be kept. Grades will be displayed as a percentage in MyLab. The percentage will be converted to points when loaded into the math department database.

TESTS: There are five 50-minute Tests. Each test is worth 110 points. All tests are proctored in HHB 202 Lab on the scheduled due date and submitted through MyLab. **Students are required to have a government issued photo ID during testing (UAB student ID, driver's license, etc).** Students must use the computer-based (Windows/Safari) scientific calculator during testing. NO personal calculators or cell phone calculators are allowed. Students will be provided with scratch paper during a test, but no credit is given for work done on the scratch paper. Students should use the restroom before starting a Test. If a student leaves the Lab during testing (for any reason including restroom needs) and is gone longer than 5 minutes, they will be required to immediately submit their Test upon returning to the Lab and complete a new version of the Test within the remaining class time. If a student leaves the Lab during testing more than once, the student's current Test will be submitted, and no further attempts will be offered. All Test grades will be displayed as a percentage in MyLab. The percentage will be converted to points when loaded into the math department database <https://secure.cas.uab.edu/mlt/db/>.

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. For more information, visit <https://www.uab.edu/elearning/academic-technologies/proctoru>

MAKE-UP WORK POLICY:

Missed Test/Test Retake: All MA 098 students will be given the opportunity to retake their lowest Test. This applies to students who missed a test and those who showed up but are dissatisfied with their score. All students who would like another shot at a single test will be given that opportunity. This applies to one Test per semester. If a student misses more than one test (regardless of the reason), only one will be retaken and all other missed Tests will receive a score of zero. If a student misses the retake Testing date (see schedule), the original Test score or zero score will remain unchanged, and no additional opportunities will be available for retake or grade replacement.

Overdue assignments/Late penalty: Homework and Quiz assignments submitted after the due date will incur a 35% late penalty deduction. This penalty applies to all MyLab Lesson Prep, Homework, and Quiz assignments except for Week 1 assignments and Pre-Test Quizzes. Students should work well ahead of the

due dates to avoid late penalties that might be caused by unexpected delays such as illness, accidents, or family emergencies.

Bonus points/make-up work: Students will not be given bonus point assignments or make-up work. Instead, the bonus points are already built into the way the grade is calculated. This is how it works, there are 1025 total available points, but the total calculated points are only 1000. The extra 25 points are built into the course as a “bonus cushion.” This cushion is applied to all students uniformly including those who miss participation grades due to illness or unforeseen emergencies. No make-up work will be available for In-Class Assignments & Participation points.

Math Learning Lab (MLL):

The [Math Learning Lab \(MLL\)](#) in 202 Heritage Hall offers 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.

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-Retaliatio