

## MA 102-QL Intermediate Algebra Spring 2024 Syllabus

### Instructor Information

MA 102, Intermediate Algebra, is a coordinator-designed course taught by a variety of instructors. To locate instructor contact information for your section of MA 102, enter your Canvas course for MA 102 and open the Start Here page and/or the Course Q&A/Help page.

### Department of Mathematics

**Location:** University Hall – 4<sup>th</sup> floor

**Phone number:** 205-934-2154

**Math Learning Lab:** HHB 202

<https://www.uab.edu/cas/mathematics/student-resources/math-learning-lab>

### Course Information

**Credit Hours: 3 semester credit hours**

### Instructional Method

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

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 to verify their late enrollment and acknowledge the reading of this syllabus.

### Course Description

Absolute values, Cartesian coordinates, graphs of linear equations, concept of a function, linear systems, algebra of polynomials, factoring of polynomials, algebra of rational expressions, literal equations, word problems involving linear, rational and quadratic models, integer and rational exponents, radical expressions, rational, radical and quadratic equations, complex numbers.

## Course Objectives

Upon successful completion of this course, students will be able to:

- Solve linear equations and inequalities in one variable, solve absolute value equations and inequalities, and use interval notation and the real number line for describing solution sets. Students can graph linear equations in two variables and are able to recognize and use the equation of a straight line in different forms.
- Use the slope to identify parallel or perpendicular lines, solve linear systems of two equations algebraically and by graphing lines, and use linear systems of two equations to solve a variety of verbal problems.
- Perform arithmetic operations on polynomial expressions, factor polynomials, and solve polynomial equations by factoring.
- Identify rational expressions and functions and their domains. Students can multiply, divide, add, and subtract rational expressions, simplify complex fractions, and solve rational equations.
- Know the rules of exponents and can apply them to simplify expressions involving positive and negative rational exponents. Students can combine, multiply and divide radical expressions and solve radical equations.
- Solve quadratic equations by factoring, by the square root method, by completing the square, and by using the quadratic formula. Students can interpret square roots of negative numbers as complex numbers and perform arithmetic operations on complex numbers.
- Create, interpret, and use linear, polynomial, and rational models to solve problems in a variety of application areas.

**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 discussions, lecture, and computer-aided instruction).

## Prerequisites and/or Corequisites:

“C” or better in MA 098 or MPL 30 or EMA E.

## Equipment Statement for Online Sections

Students must have the required equipment for remote testing with ProctorU, an online test proctoring service. A webcam that is compatible with ProctorU is also required. Note that the following cannot be used with ProctorU: Chromebooks, Tablets Linux operating systems, Virtual machines, Windows 10 in S mode, Surface RT, and more. **Students are expected to verify that their equipment meets the ProctorU guidelines by August 28, 2023.** View the [ProctorU Student Guide](#) for instructions for setting up your account, scheduling your appointment, and taking your exam.

Students may check their equipment by going to <https://test-it-out.proctoru.com/>.

## Required Text and Course Materials

Access to Pearson MyLab is required in MA 102. This courseware is available through Canvas with the First Day Access program.

An on-screen scientific calculator will be used for all assignments therefore students **do not need** to purchase a calculator. Students will be allowed to use any of the following free calculator resources: 1. Pearson MyLab calculator tool. 2. Desktop scientific calculator. 3. [Desmos scientific calculator \(on-screen only\)](#).

**To get started with your Algebra course, follow these steps inside Canvas:**

1. Enter the **First Day Access** tab (left side menu) and click on Launch Courseware or Reveal Access code.
2. If an access code is displayed, copy it to your clipboard.
3. Enter the **Access Pearson** tab (left side menu) and Click "Open Pearson."
4. Agree to the User Agreement. NEW to UAB or Pearson MyLab? Create a Pearson student account -**please use your UAB email**.
5. If prompted with purchase options, select the "Access Code" option, and paste your copied access code into the provided boxes.
6. Go back to Canvas Home and start working through the Modules.

View the [Student Experience Video](#) for more details. NOTE: You will use the **First Day Access** tab instead of the "Course Materials" tab shown in the video.

### More information about First Day:

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 [customer-care.bncollege.com](http://customer-care.bncollege.com)

### Help! My access code is empty!

If you have recently registered for the course, it may take a few days for your access code to become visible. Be patient and check back in 24 hours. If the issue persists, contact the [UAB Bookstore](#) for assistance.

## Having trouble?

- Open the [UAB eLearning First Day Access site](#) for helpful tips.
- Feel free to stop by the [Math Learning Lab](#) in HHB 202 for one-on-one assistance.
- Issues with your Pearson account or using MyLab and Mastering? [Click here for Pearson Support.](#)
- Access code not working or have questions about the First Day Access Program cost or billing? [Click here for the UAB bookstore.](#)
- New to Canvas? [Click here for Guides/Tutorials](#) - Open "Student" links.

## Course Grading and Policies

Students earn their grade in the course by **accumulating points not by percentages**. No points are available after Thursday, April 25<sup>th</sup> so students should earn as many points as possible throughout the semester by completing all assignments by the deadline.

### Student Access to Grades

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/mlI/db/>. Do not rely on the Pearson gradebook for an accurate representation of your total grade.

See the following tables for point and grade distribution.

### Graded Assignments and Activities Overview

Assignments and Activities	Max Pts per Assignment	No. of Assignments	Total Points
Homework	12	12	144
Lesson Preps with Videos	2	12	24
Discussions (Harmonize)	8	9	72
Quizzes	6	12	72
Pre-Test Quizzes	8	11	88
Bonus Test Correction HW	5	5	25
Tests	100	4	400
Final Exam	200	1	200
		<b>Total</b>	<b>1025</b>

## Grading Scale

Points Earned	Course Grade
880-1000	A
760-879	B
640-759	C
500-639	D
Below 500	F

Students must earn a B or higher to enroll in [MA 107](#). Students must earn a C or higher to enroll in [MA 105](#).

## Assignments and Activities Descriptions

This course is primarily computer-based. Students must have reliable access to BlazerNet and Canvas to work on their assignments. **All assignments are in Canvas - Modules** and displayed in the Canvas course calendar. Pearson MyLab grades will be displayed as a percentage. The percentage will be converted to points when loaded into the [math department database](#). Do not rely on the Pearson MyLab gradebook for an accurate representation of your total grade. Your official grade will be sent from the [math department database](#). Please note: this database does not sync automatically with Pearson or Canvas. Grades are manually uploaded about twice a week. Please do not panic if your score does not instantly match your completed work in Pearson MyLab.

**HOMEWORK:** There are 12 homework assignments, and each is worth 12 points. **An unlimited number of attempts can be made on each homework problem** before the deadline. 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). Give yourself plenty of time to complete the homework assignments. You will learn more and stress less if you gradually work your way through the assignments over the span of several days. Pearson MyLab will save your work and send what you have completed to the Canvas gradebook in real time. Students should not fret over Canvas grades that represent partially completed homework assignments. As you gradually work toward completion, your grades will automatically change in Canvas eventually giving you the full value of earned points. All homework is available at the beginning of the term, so students may work ahead as much as they like. 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.

**LESSON PREP VIDEOS:** There are 12 video lessons, and each assignment is worth 2 points. **Printable Video Notes are available in Canvas - Modules.** To optimize student learning and organization, it is recommended that students fill in the notes while viewing the lesson videos. Students should complete each video lesson before beginning the corresponding homework assignment. For example, Lesson 1 Video assignment and notes should be completed before beginning Homework 1. Need help editing a PDF? Visit the [UAB eLearning Adobe](#) page.

**DISCUSSIONS:** There are 9 discussion assignments, and each is worth 8 points. The Discussion assignments will be submitted in Canvas using the Harmonize tool. There are no extensions or make-up for missed Discussions. **There are two milestone due dates to the discussion – your initial post (due on Wednesdays) and your responses to peers (due on Fridays).**

- Your initial post should answer all questions posed in the discussion board prompt. Do NOT “Publish” your post until you have composed a complete response to each question. **You will not receive credit for any problems that were left blank in your original post.**
- You are also expected to respond with at least **three** thought-provoking **comments** and **two reactions** (e.g., thumbs up) to your classmates’ posts. Comments must be substantive. Posting only “I agree with your point.” or “I disagree.” or “That is interesting.” are not substantive and will not receive full credit.
- Here are some tips for making your response substantive:

Explain why you agree or disagree. **Help a classmate locate an error or misunderstanding.** Expand on at least one point made in the post. Ask follow-up questions.

Explain how that post relates to another course topic. Relate the post to a homework problem or textbook example. Remember to cite your reference.

Answer questions that your peers or instructor asks about your post.

**Editing your discussion post** - It is acceptable to learn from your classmates, correct your mistakes, and edit your post. This is one of the goals of the discussion assignment. **However, you must keep both your original work and your corrected answer in your edited post.** Be sure to explain what you learned from your mistake and why your original post was incorrect or incomplete. Please draw attention to the changes you make by typing in a **different color font**, enlarged font, or highlighting the edits on your handwritten paper. **Please note: You will not receive credit for any problems that were left blank in your original post.** The complete history of all posts and edits are visible to the instructor.

The Harmonize discussion board is for the purpose of academic discussion only. It should never be treated as a social media platform. Students are expected to follow UAB online usage policies when updating a profile image and/or posting in Harmonize.

**QUIZZES:** There are 12 Quizzes, and each is worth 6 points. Students take the Quizzes on their own schedule, but they can only earn the full 6 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. Each quiz can be taken twice, and only the higher score attained will count. All Quizzes are available at the beginning of the term, so students may work ahead as much as they like. 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.

After submitting the first attempt, students should enter Access Pearson and click on “Review Your Previous Work.” This will allow students to review the first Quiz and use the learning aids to obtain mastery of the topics before the second attempt. The correct answer will be displayed. To see the answer you submitted, hover over the answer box.

**PRE-TEST QUIZZES:** There are 11 Pre-Tests Quizzes (2 parts for each Test) worth 8 points each. The Pre-Test Quizzes should be completed several days prior to 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. Students are allowed unlimited attempts on Pre-Test Quizzes. Only the highest score will be kept. There is no late penalty on Pre-Test Quizzes.

After submitting the first attempt, students should enter Access Pearson and click on “Review Your Previous Work.” This will allow students to review the first attempt and use the learning aids to obtain mastery of the topics before submitting subsequent attempts. The correct answer will be displayed. To see the answer you submitted, click on (or hover over) the answer box.

**BONUS HOMEWORK ASSIGNMENTS:** There are 5 Bonus Homework Assignments, each worth 5 points. The assignment content will be generated from the corresponding Test score. Credit will be automatically given in the Bonus Homework for all problems answered correctly on the corresponding Test. Enter the assignment to improve your score. There is no late penalty on Bonus Homework.

**TESTS/FINAL EXAM:** There are four Tests (50-minute) and a Final Exam (120-minute). Each test is worth 100 points and the Final Exam is worth 200 points. All tests must be taken in one sitting. Students may only use one of the following free calculator resources: 1. Pearson MyLab calculator tool (provided in test). 2. Desktop scientific calculator (built into all computers). 3. [Desmos scientific calculator \(on-screen only\)](#). No personal calculators or cell phone calculators are allowed. Students may use scratch paper during a test and should be prepared to show all the work to the proctor before leaving the testing session.

All exams in this course will be proctored using the online proctoring service, ProctorU. **To avoid fees and secure a time that best fits your schedule, students should book their appointment 72+ hours in advance.** See the course schedule for exam dates. View the [ProctorU Student Guide](#) for instructions for setting up your account, scheduling your appointment, and taking your exam. You will need to present an official identification to take your test. See the [Accepted Forms of ID](#). Read the information on [Technical Support](#) and [Security](#). View the [ProctorU website](#) for more information.

To avoid technical difficulties while taking quizzes, tests, or exams, it is recommended that students complete these assessments using a laptop or a desktop computer rather than a phone or tablet. Many devices, including Chromebooks are not allowed.

Your internet connection must be strong. Typically, cell phone hot spots are not strong enough to support ProctorU testing. See the [Equipment Requirements](#).

The instructor reserves the right to require a student to *retake 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. 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 will not be tolerated.

**The instructor is not responsible for providing tech support. The student is responsible for acquiring, maintaining, and troubleshooting all equipment and software needed to be compatible with ProctorU.** Should a student need help with their equipment or with ProctorU technology requirements, the following resources are available:

- **ProctorU Support**  
Phone : 1-855-772-8678  
Live Chat (using a computer, type “agent”): <https://auto.proctoru.com/chat>  
Help Center: <https://support.proctoru.com/hc/en-us/categories/115001818507>
- **UAB eLearning:**  
<https://www.uab.edu/elearning/academic-technologies/proctoru>
- **UAB AskIT:**  
<https://www.uab.edu/it/home/>

Please read the Canvas - ProctorU Module information carefully before testing. Students are responsible for the technical requirements needed. The deadline for each test is posted on the course schedule. Do not wait until the test due date to take and/or schedule your test. If you choose to wait until the due date to take your test, you are assuming the risk that some situation may prevent you from taking your test. Power outages, technical issues, and student personal problems are not acceptable reasons for missing a test deadline. NOTE THAT STUDENTS ARE RESPONSIBLE FOR PROCTORU TESTING FEES THAT ARE NOT COVERED BY UAB eLearning. UAB eLearning will NOT cover late fees or convenience testing fees but may cover regular test fees.

### Late Assignment Policy

**Missed Test/Test Retake:** All MA 102 students will be given the opportunity to retake a **single test** of their choice from: Test 1, Test 2, Test 3, or Test 4 (only the higher test score will be sent to the Canvas gradebook). This applies to students who missed a test and those who are simply dissatisfied with their score. All students who would like another shot at a single test (T1-T4) 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 window 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. **Students MUST complete the Retake Test Selection assignment in Canvas to gain access to their chosen test. Students who fail to complete this assignment may be denied access to a retake a test.**

**Overdue assignments/Late penalty:** Homework and Quiz assignments submitted after the due date will incur a 35% late penalty deduction. This late penalty applies to all MyLab Lesson Videos, Homework, and Quiz assignments except for Week 1 assignments, Pre-Test Quizzes, and Bonus HW. 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.

### Course Time Zone

All assignment deadlines listed on this syllabus are in Central Time. If you are in a different time zone, including any traveling, you are responsible for calculating the time difference and submitting assignments or attending online meetings on time. Use the [World Official Time Zone Site](#) as a reference.

## Free Tutoring Resources

### CAMPUS

#### Math Learning Lab HHB 202

<https://www.uab.edu/cas/mathematics/student-resources/math-learning-lab> .

#### Vulcan Materials Academic Success Center

<https://www.uab.edu/students/academics/student-success> .

### ONLINE

#### TutorMe

<https://www.uab.edu/elearning/academic-technologies/tutorme>

## Contacting the Instructor

The best way to reach your instructor outside of class is to compose an email using your UAB email account (access through [BlazerNet](#) ). The email address for your instructor can be found in Canvas – MA 102 – Home – Course Q&A/Help – Contact My Instructor. Please include your course and section in the composition of your message (e.g., MA 102 QL or MA 102 online). Please **do not** attempt to message the instructor using the Canvas Grades comments. Although email is preferred, students may also use the Canvas Inbox to message their instructor.

Before sending a message, please also consider the following avenues of communication:

1. Look inside Harmonize– Course Q & A to see if your question has already been asked and answered. If your question might benefit other students, consider posting it in the Course Q&A.

2. Take personal responsibility to look carefully at your Canvas Home page, Syllabus, Announcements, and Modules to see if the answer to your question is already stated in one of these locations.

Due to the high volume of messages received at the beginning of the semester, it may take up to 72 hours (or 3 business days) to receive a response to an email during this time. Otherwise expect a reply within 24-48 hours (or 1 -2 business days). If you have not received a response from your instructor by this time, please consider reaching out again. Instructors will not intentionally ignore a student's email; however, we often receive a large number of messages on a weekly basis, and it is possible for an email to get overlooked by mistake.

### Weekly Course Schedule

Your entire course schedule is available to print and/or download from the MA 102 Canvas home page. Assignments may take several days to complete. Students are encouraged to work well ahead of schedule. **The dates shown represent the completion date not the start date.**

#### Schedule key:

L – Video Lesson Prep (open from Canvas Modules or Access Pearson tab). Corresponding video notes (with matching definitions and fill-in-the blank problems) are available to print or download within each Module.

HW – Homework (open from Canvas Modules or Access Pearson tab)

Q – Quiz (open from Canvas Modules or Access Pearson tab)

D post – Harmonize Discussion post (access from Canvas Modules or Harmonize tab)

D comment – Harmonize Discussion comment and react to classmates' posts (open from Canvas Modules or Harmonize tab)

Pre-Tests and TESTS (open from Canvas Modules or Access Pearson tab)

### Academic Calendar

Students are required to abide by the [UAB Academic Calendar](#) and should only make vacation/travel plans during scheduled academic breaks or holidays. Students who choose to make reservations that conflict with testing dates should not expect the instructor to provide special accommodations.

### Student Expectations

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 regularly** by clicking on Check Your Grade in MyLab (<https://secure.cas.uab.edu/ml/db>).

**Extended Absences:** Attendance (online interaction) 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).

### Prepare for Online Success

Online courses require communication and time management skills. Watch the following videos on Netiquette and Online Success.

#### Course Netiquette



#### Tips for Online Success



### Time Commitment

You are expected to spend a substantial amount of time working through the course activities and assignments every week. Please know that time management and self-motivation are key

components for success in this course and courses in general. There is a lot to be gained in this course, so approach it with an open mind and lots of fun!

This is an online course worth 3 credit hours. You should prepare to spend about 9 hours per week on course activities (watching the videos, participating in the discussions, and completing the assignments).

### **Diversity and Inclusion Statement**

The University of Alabama at Birmingham considers the diversity of its students, faculty, and staff to be a strength and critical to its educational mission. In this class, we will strive to be an inclusive community where we can learn from the many perspectives and worldviews which may differ from our own. We are all expected to contribute to creating a respectful, welcoming, and safe environment that fosters a sense of belonging through open and honest dialogue. To this end, we should always conduct discussions in a way that honors, respects, and extends dignity to all class members.

### **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. It is the student's responsibility to initiate add/drop procedures. Students may drop and add courses online after they have registered and until the drop/add deadline online using BlazerNET.
- 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. The official course withdrawal must be completed online in BlazerNET.

#### **Academic Integrity Code**

Your success while at UAB and after graduation is valued by the University. To gain and grow in the knowledge and skills needed for your future career, it is vital that you complete your own work in your courses and in your research. 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.

Please be sure you understand the different forms of "academic misconduct" covered by the code. See what UAB students say about academic integrity and review the FAQs about the code for details on the [Student Academic Integrity webpage](#).

## Artificial Intelligence Use

### Academic Integrity

Academic misconduct is present in academic work wherever AI assistance has been used when unauthorized. Such behavior is considered deceit and a violation of UAB's shared commitment to truth and academic integrity. Deceit constitutes academic misconduct and is subject to review according to UAB's Academic Integrity Code.

### Generative AI Use Is Prohibited

The use of generative AI is strictly prohibited in this course.

### Closed Book Exam/Quiz

The use of AI tools is not permitted.

### General Writing

The use of generative AI tools is not permitted on writing/discussion assignments in this course. By submitting a writing assignment, you attest that you are the only and original author.

## Student Conduct Code

The purpose of the University of Alabama at Birmingham ("University") student conduct process is to support the vision, mission, and shared values of the University and the tenets of the University's creed, The Blazer Way. Through a student-focused and learning-centered lens, the process strives to uphold individual and community standards; foster an environment of personal accountability for decisions; promote personal growth and development of life skills; and care for the well-being, health, safety, and property of all members of the University community.

The [Student Conduct Code](#) ("Code") describes the standards of behavior for all students and student organizations and outlines students' rights and the process for adjudicating alleged violations. It is set forth in writing in order to give general notice of non-academic prohibited conduct. The Code should be read broadly and is not designed to define non-academic conduct in exhaustive terms. All students and student organizations are expected to conduct themselves in accordance with the Code. The current version of the Code, which may be revised periodically, is available from the Office of Community Standards & Student Accountability.

## Intellectual Property

My lectures and course materials, including PowerPoint presentations, quizzes, exams, outlines, and similar materials, are protected by copyright. You may take notes and make copies of course materials for your own use. You may not and may not allow others to reproduce or distribute lecture notes and course materials publicly, whether or not a fee is charged, without my expressed written consent.

## **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 the Americans with Disabilities Act (ADA) and/or 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 me 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 or visit [the DSS website](#).

## **Title IX Statement**

In accordance with Title IX, the University of Alabama at Birmingham does not discriminate on the basis of gender in any of its programs or services. The University is committed to providing an environment free from discrimination based on gender and expects individuals who live, work, teach, and study within this community to contribute positively to the environment and to refrain from behaviors that threaten the freedom or respect that every member of our community deserves. For more information about Title IX, policy, reporting, protections, resources and supports, please visit the [UAB Title IX webpage](#) for UAB's Title IX Sex Discrimination, Sexual Harassment, and Sexual Violence Policy; UAB's Equal Opportunity and Discriminatory Harassment Policy; and the Duty to Report and Non-Retaliation Policy.

## **Violence Prevention and Response Policy**

The University of Alabama at Birmingham (UAB) is committed to maintaining a safe and secure educational environment and workplace, one which seeks to ensure the well-being and safety of faculty and staff, employees, students and visitors. Violence and threatened violence are prohibited by UAB. Each member of the UAB community has the responsibility to understand, prevent and respond appropriately to campus/workplace violence. View the [Violence Prevention and Response Policy](#).

## **Technology**

Access technical support and view privacy policies and accessibility statements for Canvas and other technologies on the [Student Academic Technologies website](#). Additionally, view information about the [Minimum System Requirements and Technical Skills](#).

## **Canvas Alerts**

I may send alerts to students based on Canvas course information, such as current grades in the course, online attendance (login records), assignment due dates, and assignment scores. The alert is sent as an email to the student's UAB email address.

## Health and Safety

UAB is very concerned for your continued health and safety. Please consult the Students section of [UAB United](#) for up-to-date guidance because the following information is subject to change as circumstances require.

We strongly urge you to be fully vaccinated. [Here is information on the safety of vaccines and on how to get vaccinated at UAB.](#) Mask-wearing has proven to be one of the most successful mitigation strategies used to combat spread of the various variants of the COVID-19 virus. Please check UAB United for mask-wearing requirements and other safety protocols for this semester.

## Student Academic and Support Services

- [One Stop Student Services](#) provides a single point of professional integrated service to students. The One Stop serves students who need assistance with academic records, financial aid, registration, student accounting, ONE card, and other related topics.
- [Student Assistance and Support](#) provides individualized assistance to promote student safety and well-being, collaboration and resilience, personal accountability, and self-advocacy. The Care Team consults and collaborates with campus partners to balance the needs of individual students with those of the overall campus community. [The UAB Care Team](#) helps find solutions for students experiencing academic, social, and crisis situations including mental health concerns.
- [Disability Support Services](#) assists students with in reaching accommodations for their educational experiences at UAB that ensure that they have equal access to programs, services, and activities at UAB.
- The [Vulcan Materials Academic Success Center](#) provides tutoring, supplemental instruction, and other services that encourage goal achievement and degree completion.
- The [University Writing Center](#) offers free writing assistance for all UAB students. Get help at any stage of the writing process and with any type of writing. Students may meet with a tutor in person or via Zoom. Students may also upload a paper for feedback (called eTutoring in the online system). During in-person and Zoom sessions, tutors can help you understand your assignment, develop and organize your ideas, use and cite sources, revise and edit your draft, and more. When you upload a draft for eTutoring, tutors can provide feedback on both big-picture issues and detail-oriented concerns; please note that you must upload a draft and assignment sheet to use eTutoring.

To make an appointment or get more information, please see the [UWC website](#), email [writingcenter@uab.edu](mailto:writingcenter@uab.edu), or call 205-996-7178. Follow the UWC on [Facebook](#), [Instagram](#), and [LinkedIn](#) for daily news and quick writing tips.

- [UAB Student Health Services](#) delivers comprehensive, high quality, confidential, primary healthcare to students. Student Health provides testing services and vaccination clinics.
- [Student Counseling Services](#) offers students a safe place to discuss and resolve issues that interfere with personal and academic goals. UAB has created a new app (available in the App Store and Google Play) called [B Well](#), that is designed to easily access resources on mobile devices and build a self-care plan. [Kognito](#) is a free, interactive simulation-based platform designed to help you talk with someone when you are worried about your mental health.
- [UAB Blazer Kitchen at the Hill Student Center](#) provides food and basic supplies for any UAB student in need through in-person or online shopping. Students who can are also able to donate food and supplies to assist their peers. To get more information, call 205-975-9509, email [studentoutreach@uab.edu](mailto:studentoutreach@uab.edu), or visit [Student Assistance & Support website](#).
- [eLearning and Professional Studies](#) provides numerous academic technologies and learning resources for students whose learning may be affected by COVID.
- [UAB Emergency Management](#) will be the official source of UAB information during any actual emergency or severe weather situation.

The following are the various websites describing additional student academic and technology resources:

- [UAB Policies for Students](#)
- [Student Academic and Support Services](#)
- [Technology Resources](#)

See also the [Student Assistance & Support](#) website of Student Affairs for a description of Covid-19-related resources, including the laptop loaner program.

## **Notification of Syllabus Changes**

Although unlikely, the Course Instructor reserves the right to make changes to the syllabus 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.