UNIVERSITY OF ALABAMA AT BIRMINGHAM
MA 110, Finite Mathematics
QL course SYLLABUS
Summer 2023

## INSTRUCTOR INFORMATION

Instructor: Information is in Canvas and BlazerNet
Best way to contact: Canvas message or email
Office hours: Flexible times by appointment through Zoom or on campus

## INSTRUCTIONAL METHOD

ONLINE: This class is conducted entirely online through the Canvas Learning Management System and other tools. Students do not attend class on campus. Online classes are designated in the Class Schedule with a section number beginning with the letter "Q".

TEACHING TIME ZONE: Central time (Chicago)

TIME COMMITMENT: This course is worth 3 credit hours. Students should plan to spend about 9-12 hours per week participating in course activities and working on assignments.

## COURSE MATERIALS

**Access Code for MyLab Math**

The MyLab Math Access Code for the course is **required** and is available through Canvas with First Day Access unless you choose to opt out. **First Day Access** is the *least expensive* way to purchase access. There is no printed textbook required for the course, but the eText is included with access. The process of selecting First Day access is explained in Canvas.

**Calculator**

Only the computer calculator will be allowed during tests (no handheld or downloaded calculators). Students should practice using the computer calculator when in the MLL and while working on assignments at home.

**9x12 Whiteboard**

No scratch paper is allowed when you take a TEST, but you may use a 9 x 12 whiteboard.

## COURSE CONTENT

Topics covered in the 3 semester hour course include: personal finance, counting and probability, statistics, and voting theory. This course satisfies the Core Curriculum requirement in mathematics. Quantitative Literacy and Reasoning are significant components of this course.

## LEARNING OUTCOMES

Upon successful completion of MA110, a student can

- compute using arithmetic and elementary algebra in a variety of problem situations.
- identify the problem and translate verbal descriptions into mathematical form.
- evaluate the reasonableness of quantitative assertions.
- interpret and construct graphs, tables, and schematic representations of mathematical relationships.
- understand elementary probability, and is able to draw conclusions based upon probability.
- select and use appropriately quantitative evidence and inferences.
- communicate results of mathematical investigations in a manner appropriate to the audience.
- demonstrate persistence 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 focus is on teaching you how to think critically with numerical or mathematical information. The learning outcomes are realized in the course in a variety of contexts (including personal finance, counting and probability, descriptive and inferential statistics, and voting theory) and a variety of learning opportunities (discussion, group work, computer-aided instruction, inquiry based and collaborative learning, reflection, and a project).

NOTE: For Course Syllabi posted prior to the beginning of the term, the Course Instructor reserves the right to make changes prior to or during the term. The Course Instructor will notify students, via email or Canvas Announcement, when changes are made in the requirements and/or grading of the course.

## COURSE ACCESS

**Canvas**

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

**MyLab Math**

All previews, homework, quizzes, and tests for this course are available in Pearson's MyLab Math only through a link in Canvas. A user account is **required** for every student and **must be activated through Canvas**. You do NOT need to purchase an access code *unless* you opt out of the First Day access (which is provided at a reduced cost and billed to your student account). Instructions can be found in the Course Information Module in Canvas.

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

**Browser**

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

**EQUIPMENT**

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

## COURSE STRUCTURE

The course content is set up as Modules in the UAB Learning Management System (LMS), CANVAS. Students must work through the Modules IN ORDER and COMPLETE ALL ITEMS. Students participate in discussions and the complete Previews, Homework, Quizzes, and Tests, and other assignments.

## COURSE GRADE

Student grades are based on TOTAL POINTS earned out of 1000 points according to the grading scale below.

**To access total points and overall grade**: Go to Canvas and click on **Overall Grade,** or go to https://secure.cas.uab.edu/mll/db/. The instructor will upload Canvas scores weekly.

| **Grade Element** | **Points** |
|---|---|
| Syllabus Quiz (1 @ 5 points) | 5 |
| Discussion (9 @ 5 points each) | 45 |
| Problem (9 @ 8 points each) | 72 |
| Preview (9 @ 6 points each) | 54 |
| Homework (9 @ 14 points each) | 126 |
| Quiz (9 @ 12 points each) | 108 |
| Test (4 @ 125 points each) | 500 |
| Project (1 @ 50 points) | 50 |
| Reflection (2 @ 20 points each) | 40 |
| **Total possible points** | **1000** |
| *Bonus (4 Reviews @ 6 points each)* | 24 |

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

**Discussion**

Students participate in Discussions almost weekly. They give students an opportunity to work together in a group to solve a problem. Discussions are only available on two consecutive days, and **participation on both days is required**. Details about scoring are available in Canvas. No late submissions are allowed.

**Problem**

Students solve problems that are related to the mathematical ideas in the lessons and submit them in Canvas. They give students an opportunity to articulate their conceptual understanding of mathematical ideas. Individual work and explanations are required. Details about scoring are available in Canvas. No late submissions are allowed.

**Preview**
Preview assignments are completed in MyLab Math through a link in Canvas. Previews serve as an introduction to the week's lesson. Students must read the eText section that is listed in the assignment before they attempt to answer any questions. No late submissions are allowed.

**Homework (HW)**
Homework assignments are completed in MyLab Math through a link in Canvas. All HW must be completed no later than 11:59PM central time on the due date to receive full credit. Any work submitted after the deadline will automatically receive half credit (through the last day of classes). Students are encouraged to work on their HW throughout the week and should not wait until close to the deadline to complete it. Problems or issues that occur at the last minute are the responsibility of the student.

**Quizzes (Q)**
Quizzes are completed in MyLab Math through a link in Canvas. Two attempts are allowed, and highest score will count. All Quizzes must be completed no later than 11:59PM central time on the due date to receive full credit. Any work submitted after the deadline will automatically receive half credit (through the last day of classes). Students should not wait until close to the deadline to start a Quiz. Problems or issues that occur at the last minute are the responsibility of the student.

- Quizzes are open-book, but students may NOT receive help from another person.
- Once a Quiz is started, it must be completed in one sitting within 25 minutes.
- It is your responsibility to have reliable internet access when taking a Quiz.
- Do NOT hit the *back* button on your browser, or your Quiz will end and you will not be able to continue.

**Tests**
ALL four 50 minute tests are taken with ProctorU by 8pm on the deadline date. **Appointments must be made at least 72 hours in advance** or fees apply (and there could be limited/no availability). The only allowed items during testing are the computer calculator (Windows), and a 9x12 whiteboard (no paper allowed). Students found using anything besides the permitted items during testing will be reported to the College of Arts and Sciences Academic Integrity Coordinator.

**ProctorU**
All students are REQUIRED to take their tests with ProctorU, and they are responsible for ensuring they have the proper equipment and requirements. Go to the ProctorU resource center for more information. Note that students may NOT use Chromebooks. High speed, reliable internet service is REQUIRED.

Students should have their One Card for ID (and another valid photo ID as backup), and they must show their phone to the proctor and put it out of reach.

Students who miss one Test may submit a request form to replace the missed grade by taking the Makeup Test.

Even though students take their Tests with ProctorU, we reserve the right to require a student to re-take 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 by the instructor. Students will be responsible for payment of any fees to retake a Test.

**Preparing for Tests**
The way you prepare for the tests in the course is by completing all of the assignments in the course. Test questions will be similar to questions seen in the Homework and Quiz assignments throughout the semester. You should complete these assignments for understanding to ensure the best preparation for the tests. You also have access to Reviews that can be used to prepare for the test, and they count as bonus points towards your overall grade.

**Reflection**
Two reflections will be completed in Canvas.

**Project**
One project will be completed in Canvas. Details about the project are found in Canvas.

## COURSE POLICIES

**ATTENDANCE/PARTICIPATION POLICY**

Participation in all learning activities and completion of all assignments is REQUIRED, and points will be awarded. Students are expected to

- Work on their assignments throughout the week or IN ADVANCE, and NOT wait until the deadline to begin.
- Have a back-up plan in case they have technical issues.

**EXTENDED ABSENCES**

Attendance and participation is fundamental to course objectives and to the integrity of this course. Courses in the Mathematics Department require a variety of activities that involve interaction with the instructor and/or interaction with other students. Excessive absences and missed assignments seriously jeopardize a student's ability to successfully complete the course. In the event of excessive absences, students should be prepared to officially withdraw from the course. View the UAB Add/Drop and Withdrawal Policy for more details.

***More than two weeks of missed assignments and participation is considered too much to be successful in the course.***

**MAKE-UP WORK POLICY**

In general, there are no make-ups for missed assignments. However, HW and Quizzes may be completed late for 50% credit until the last day of classes. Students are expected to work throughout the week and IN ADVANCE on their assignments instead of waiting until the deadline day.

Students who must miss due to **official university competition or performance, jury duty, or required military orders** that are documented to interfere with working in the class must present *official documentation* IN ADVANCE, and MAKE ARRANGEMENTS to complete the missed work IN ADVANCE of the absence. **Before the end of the add/drop 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 for religious observance. The instructor will work to provide reasonable opportunity to complete academic responsibilities as long as that does not interfere with the academic integrity of the course.

## RESOURCES

**MATH HELP**

**Your instructor** -- You should always **inform your instructor** if you are having difficulty with the material. They can offer suggestions and help.

**Math Learning Lab (MLL)**
The **Math Learning Lab (MLL)** in 202 Heritage Hall offers free in person tutoring. Tutors WILL NOT help with graded assignments, solve all of your problems, or work with you for extended periods of time, but they WILL help guide you so that you can complete your work independently. Be sure to bring your notes, work, and materials. No appointment is needed. The MLL is open Monday-Friday from the first day of class to the last day of class. Tutoring is NOT available during holidays, breaks, and Final Exam week. No food or drink allowed except bottled water.

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

**Tutor Me**
Tutor Me is a free resource for tutoring that is available 24/7. Click on Tutor Me in the Canvas course navigation.

## UAB Policies and Resources

**Add/Drop and Course Withdrawal**

- **Drop/Add**: Deadlines for adding, dropping, or withdrawing from a course and for paying tuition are published in the Academic Calendar available online. Review the Institutional Refund Policy for information on refunds for dropped courses.
- **Withdrawal**: To avoid academic penalty, a student must withdraw from a course by the withdrawal deadline shown in the academic calendar and receive a grade of W (withdrawn). Failure to attend class does not constitute a formal drop or withdrawal.

**Student Conduct**

The University of Alabama at Birmingham expects all members of its academic community to function according to the highest ethical and professional standards. Students, faculty, and the administration of the institution must be involved to ensure this quality of academic conduct. The purpose of the Academic Integrity Code is to support our academic mission and to maintain and promote academic integrity. All

students in attendance at UAB are expected to pursue all academic endeavors with integrity, honor, and professionalism and to observe standards of conduct appropriate to a community of scholars.

- Academic Integrity Code
- Student Conduct Code

**DSS Accessibility Statement**

**Accessible Learning:** UAB is committed to providing an accessible learning experience for all students. If you are a student with a disability that qualifies under Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act, and you require accommodations, please contact Disability Support Services for information on accommodations, registration and procedures. Requests for reasonable accommodations involve an interactive process and consist of a collaborative effort among the student, DSS, faculty and staff. If you are registered with Disability Support Services, please contact DSS to discuss accommodations that may be necessary in this course. If you have a disability but have not contacted Disability Support Services, please call **(205) 934-4205**, visit their website, or go to their office located in Hill Student Center Suite 409.

**Title IX Statement:**

The University of Alabama at Birmingham is committed to providing an environment that is free from sexual misconduct, which includes gender-based assault, harassment, exploitation, dating and domestic violence, stalking, as well as discrimination based on sex, sexual orientation, gender identity, and gender expression. If you have experienced any of the aforementioned conduct we encourage you to report the incident. UAB provides several avenues for reporting. For more information about Title IX, policy, reporting, protections, resources and supports, please visit UAB Title IX webpage for UAB's Title IX, UAB's Equal Opportunity, Anti-Harassment, Duty to Report, and Non-Retaliation policies.

## Additional Information

**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.

**FACULTY EVALUATION**

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

**TURNITIN**

UAB reserves the right to use electronic means to detect and help prevent plagiarism. By enrolling at UAB, students agree to have course documents submitted to www.Turnitin.com or other means of electronic verification. All materials submitted to Turnitin.com will become source documents in Turnitin.com's restricted access database, solely for the purpose of detecting plagiarism in such documents. Students may be required by instructors to individually submit course documents electronically to Turnitin.com.

**LIBRARY SUPPORT**

The Libraries at UAB provide access to materials and services that support the academic programs. The following is a link to the main library (Mervyn Sterne Library) http://www.mhsl.uab.edu/.

**IRB/RESEARCH STATEMENT**

Federal regulations and university policies require Institutional Review Board (IRB) approval for research with human subjects. This applies whether the research is conducted by faculty or students. At the same time, many class projects are conducted for educational purposes and not as research, and will not require IRB approval. In this course, students work on group problems and may have to ask others for information to be used as data, but this will be done anonymously as part of an educational exercise; therefore, no IRB approval is needed. For more information about UAB OIRB, go to irb@uab.edu.