

**Lecturer:** Ms. Hollingsworth **Office:** 115-B MCH **Phone:** (850) 644-1891 (no voice mail)  
*Milton Carothers Hall (MCH) is directly behind Dirac Science Library and is just west of the FSU Bookstore.*

**Help Sessions** (for help with course content): Tuesdays & Thursdays 2:30-3:30 pm (110 MCH)

**Office Hours** (for individual discussions about grades, absences, course policies, etc.):  
Mondays & Wednesdays 2:30-3:30 pm, *or by appointment.*

**e-mail:** [hollings@math.fsu.edu](mailto:hollings@math.fsu.edu) **homepage:** <http://www.math.fsu.edu/~hollings>

Lecture Class will meet **M-F, 9:30-10:50** in **215 HCB**.

Lab Classes will meet as listed below.

MW 11:00-12:00 in 113 HTL (section 1).

MW 12:30-1:30 in 113 HTL (section 2).

**Lab classes are never rescheduled;** not even on a one-time basis. **That means:** If you miss your lab class time, you have missed the quiz/test scheduled for that day. See below for policies for missed quiz/test.

**ELIGIBILITY:** This course is required for students majoring in the sciences or business, and for students in majors who must take courses for which MAC 1105 is a prerequisite, and for students in majors that require MAC 1105 be taken. Students who are currently in (or exploring) non-science and non-math based majors should consider taking MGF 1106 or 1107, or they should wait one semester before taking a mathematics course. Students with questions should see their advisor.

Remedial mathematics courses may be required before MAC 1105. ( $440 \leq \text{SAT math} \leq 460$ ;  $19 \leq \text{ACT math} \leq 20$  State mandated to MAT 1033). In order to have the remediation requirement removed, students in this category must have taken and been placed in MAC 1105 by the SMS test. (Note: The AMP test cannot be used to remove a remediation requirement.) Students who are required to take MAT 1033 must earn a C- or better before taking MAC 1105.

Students with a weak mathematics background or with math SAT/ACT in the intervals given below should consider taking MAT 1033 before MAC 1105. ( $470 \leq \text{SAT math} \leq 530$ ;  $21 \leq \text{ACT math} \leq 22$ ) This decision needs to be made within the first two weeks of the semester. Consult your advisor.

You cannot receive credit for MAC 1105 if you have received credit for MAC 1104, MAC 1140 or MAC x140, or equivalent courses. Students in these categories are eligible for their next mathematics course. Students in this category may audit MAC 1105.

Students who have credit for MAC 1102, MAC 1132, MAC x132, or equivalent courses may not take MAC 1105 for full credit. Students in this category may (a) take MAC 1140 or (b) take MAC 1105 for reduced credit of (1) semester hour, Option (b) should be considered only in exceptional cases.

It is the student's responsibility to check and prove eligibility. Doubts should be resolved during the Drop-Add period, but students entering after that period must still prove eligibility. Ineligible students will not be permitted to receive credit for the course.

**AMERICAN DISABILITIES ACT:** Within the first week of classes, students with disabilities needing academic accommodations should: 1) register with and provide documentation to the Student Disability Resource Center (SDRC); and 2) bring a letter to their instructor from SDRC indicating the need for accommodation and what type.

Each student must meet with his/her lecturer to discuss his/her particular situation and the available testing options. Accommodations will be provided within one week of that meeting.

The eGrade software used in this course is not fully accessible for students with visual impairments. Visually impaired students are referred to the SDRC for interim accommodations.

This departmental syllabus and instructor written class materials can be made available in alternative format upon request. For more information about services available to FSU students with disabilities, contact the: Student Disability Resource Center, 874 Traditions Way, 108 Student Services Building, Florida State University, Tallahassee, FL 32306-4167 (850) 644-9566 (voice) (850) 644-8504 (TDD) [sdrc@admin.fsu.edu](mailto:sdrc@admin.fsu.edu) <http://www.disabilitycenter.fsu.edu/>

**LECTURE-LAB MODE:** This course is taught in the Lecture-Lab mode.

**Lecture Class:** At this time the Lecturer will present new material, provide examples, and take questions on homework problems. In order to prepare for the lectures, a student should study the assigned sections in the text before coming to class and do the assigned homework from the previously covered section. Keeping up with the material is an important part of being successful in any mathematics course.

**Lab:** Labs are held in computer equipped classrooms. Quizzes and Tests will be given in Lab. Seating is limited. Students will not be allowed to attend a different lab - even on a one-time-basis.

On quiz days, the first 30-35 minutes of the class will be spent working on practice problems. The Lab Proctors will assist with the software and, as time permits, with the material. Each lab will have 28-32 students; therefore, Lab Proctors cannot provide individual instruction for students who have missed Lecture Class. A quiz will be given during the last 25-30 minutes of lab. The quiz will not be given early and students must be present from the beginning of class in order to take the quiz.

On test days there will be no time for practice in lab; the test will start promptly at the beginning of class. Graded tests are not available for review at any time other than test day. Students may record the objectives missed and review their graded test before leaving the classroom.

**When taking all quizzes and tests, write down all answers orderly on the provided scrap paper.** This organization will assist in reviewing a quiz or test before or after it has been graded.

**COMPUTER ASSISTED INSTRUCTION COURSE:** This is a computer-assisted-instruction course. All tests and quizzes will be taken over the Internet; some assignments must be completed outside of the lab classrooms. If you do not have internet access at home, then you will have to arrange time in your schedule to work at any of the computer labs on campus. (Campus lab information available at [www.acns.fsu.edu/labs/](http://www.acns.fsu.edu/labs/)) (You should have more than one browser installed on your computer. If you encounter poor performance with one, try another. Netscape, IE, Mozilla, etc.)

Every effort will be made to ensure on-line practice problems are always available. However, Test dates will not be changed, even if network problems occur and practice problems are not available. **You should keep copies of some of the on-line practice problems you work on; use these, and your class notes, to prepare for tests, in addition to on-line practice.**

On-line work done outside of the lab classrooms may be accessed at <http://russell.math.fsu.edu:9888> . **You should bookmark this web address. We provide the link on our BlackBoard classes, but you do not have to access the russell eGrade through Bb.** eGrade Practice records are refreshed on a regular basis so that the files do not become too large. The record refreshment takes place in the early hours of Tuesday, Thursday, Saturday. Any practice item left open and ungraded at the time of the record refreshment cannot be accessed again.

You will be given a login name and password to use for the on-line work; these are based on your FSUId (Bb login) and FSU EMPLID. **In order to use the Lab Classroom computers, you must know your FSUId and your FSU password (what you use to sign on to Blackboard). For all quizzes and tests, you must also know your FSU EMPLID.** (On Bb, go to Secure Apps, then FSU Identity Management.) **When working from a Wireless network on Campus, be sure to use FSU Secure;** russell eGrade cannot be accessed using FSUWIN.

**LIBERAL STUDIES FOR THE 21<sup>ST</sup> CENTURY:** The Liberal Studies for the 21st Century Program at Florida State University builds an educational foundation that will enable FSU graduates to thrive both intellectually and materially and to support themselves, their families, and their communities through a broad and critical engagement with the world in which they live and work. Liberal Studies offers a transformative experience; this course has been approved as meeting the Liberal Studies requirements and thus is designed to help you become a critical analyzer of quantitative and logical claims.

In order to fulfill the State of Florida's College mathematics and computation requirement (and receive Liberal Studies credit) the student must earn a "C" or better in the course. Students who earned a C- in Fall 2015 will be allowed to repeat MAC 1105 in Spring 2016. Students who receive a C- are allowed to take MAC 1114, 1140, or 2233, but don't receive LS credit from MAC 1105.

**LIBERAL STUDIES FOR THE 21ST CENTURY COMPETENCIES:** Students will demonstrate the ability to:

Analyze problems drawn from real-world scenarios by interpreting and evaluating data and applying appropriate mathematical, statistical, logical, and/or computational models or principles, using appropriate technology, and explaining the results.

These competencies will be evaluated throughout the term on each of the three Unit Tests and the Final Exam.

**OPTIONAL Reference Text: Algebra and Trigonometry** by Sullivan, Prentice-Hall. The testing software used in MAC 1105 is **eGrade**. There is no cost for this software. We are not using MyMathLab in MAC 1105.

Students in MAC 1140 are using MyMathLab and they are using the Sullivan Algebra and Trigonometry text. Students in MAC 1105 who would like access to the reference text material **and** plan to take MAC1140 in the future, should purchase MyMathLab because it comes with the e-text. (That is, you don't want to purchase a print edition of the text without MyMathLab to use as a reference for 1105, because you will then have to make an additional purchase when you take MAC 1140.)

Suggested homework problems from the optional reference text/MyMathLab are secondary; the primary homework problems are on eGrade. No homework is collected.

**SUPPLEMENTARY MATERIALS:** Course Objectives and a list of optional text homework problems for each objective are available at from your class BlackBoard site ; link to Video clips (for almost all objectives) is available there too.

**CONTENT:** Optional Reference Text: R.7, R.8, Class Notes on Equation Solving and Interval Notation, 2.1-2.4, 3.1-3.3, 3.5, 2.6, 4.3, 5.1, 5.4, 6.2, 6.3

**ATTENDANCE AND DAILY WORK:** Attendance at each class is expected of all students without exception. A student absent from class bears the full responsibility for all subject matter and procedural information discussed in class.

**UNIVERSITY ATTENDANCE POLICY:** Excused absences include documented illness, deaths in the family and other documented crises, call to active military duty or jury duty, religious holy days, and official University activities. These absences will be accommodated in a way that does not arbitrarily penalize students who have a valid excuse. Consideration will also be given to students whose dependent children experience serious illness.

The allowed missed quizzes under the course Participation Requirement (given below) include all reasons – excused, or not.

**TOP HAT:** The classroom response system TopHat will be used to earn participation points from Lecture Class (**LCPP**). TopHat will **require a paid subscription**, and a full breakdown of all subscription options available can be found here: [www.tophat.com/pricing](http://www.tophat.com/pricing). \$24 for 4 months, \$36 for 1 year, \$72 lifetime. You will receive an invitation via e-mail from TopHat. I will post a Bb Announcement too that will give registration instructions, in case you don't receive the invitation e-mail.

**It is your responsibility to ensure that your access to TopHat works. All technical issues pertaining to the use of TopHat should be directed to TopHat support.** Should you require assistance with TopHat at any time, due to the fact that they require specific user information to troubleshoot these issues, please contact their Support Team directly by way of email ([support@tophat.com](mailto:support@tophat.com)), the in app support button, or by calling [1-888-663-5491](tel:1-888-663-5491).

**We will begin using TopHat in lecture class on Tuesday, May 16.**

**To receive TopHat credit, you must enter your Bb login as your Student ID on TopHat.**

Everyone will be given 2 Top Hat points. These points will cover up to **1** lecture class absence (excused or not) or days when your phone battery dies, etc. No further allowance will be made, unless you have an extended illness that causes you to miss more than 4 lecture class days.

**PARTICIPATION REQUIREMENT:** This course has a participation requirement **measured by assignment completion.**

Students are in danger of failing the course if they miss **more than 2** quizzes (lab, or required homework; **excused or not**). **Your final course average will be reduced by 1 point for each additional quiz missed beyond 2. No exceptions.** (Even if a student has an excuse for a missed lab quiz, that still counts as a missed quiz.)

**GRADED WORK:** Your graded work will consist of quizzes (in lab and outside of class) and tests. See descriptions below. **Students must have their FSU ID or a photo ID for all quizzes and tests.**

**HOMEWORK QUIZZES:** Quizzes given outside-of-class are called homework quizzes. Each homework quiz grade will count as a quiz grade. Three (3) attempts will be allowed for each of these quizzes, and the highest score will be retained as the grade. Students can use any text material and class notes to assist them on homework quizzes, **but students cannot receive any other assistance.** Students should not wait until the last minute to complete a Homework Quiz; time should be allowed to take the quiz at a campus lab. Extensions will not be given because of problems with network connections at home or problems related to using an unapproved browser. Because these quizzes may be taken over a period of time, **no make-up quizzes will be given.**

**russell eGrade:** The russell eGrade server is used for all work done outside of class. Be sure to bookmark the direct link. The link is provided on Bb for your convenience, but Bb isn't required for eGrade access.

Work done on the “**Practice**” class **does count** as part of your course grade in that you will earn points to bolster your Quiz Average by “practicing” (**PPP**). (**No Quiz grades will be dropped; make-up quizzes aren't given.**)

The required outside-of-class homework quizzes will appear in the “**Req'd Hmwk Quiz**” class. Please note that there will be 1-2 Homework Quizzes per week.

A separate server is used for work done in the Friday lab classes. Access to that server is limited to the lab classrooms. That is, **lab quizzes and tests are not available for review outside of lab class.**

**LAB QUIZZES:** A quiz will be given in lab on each non-test day. Only one attempt is allowed for these quizzes. **No make-up quizzes will be given.** For a valid and verifiable absence, students supplying the lecturer with necessary documentation will have their next Test grade counted for the missed quiz grade. **Acceptable medical excuses must state explicitly that the holder is excused from class.**

**QUIZ GRADE:** Quizzes will be given as described above. **No make-up quizzes are given. Students should prepare carefully for each quiz because emergencies and illnesses may come unexpectedly.**

**TEST GRADING POLICY and TEST DATES:** All tests will be taken during your lab. On test days, there is no practice time in lab; on-line practice problems will not be available in the computer classrooms.

**Completed Tests are available for review only in lab at the time the test is completed and graded.** Students should write down their answers orderly on the provided scrap paper. This organization will assist you in reviewing your quiz/test before/after it has been graded.

**Students may not begin a test and then decide not to take it. Once a test is started, it must be completed.**

Tests are required on the Test Dates. **Make-up testing times will not be scheduled.** If a student has excused absences for a test, his/her Test 3 grade will be used as the missed test grade. If a student has invalid or unverifiable absences from both a test, 85% of the student's Test 3 grade will be used as the missed test grade. **Acceptable medical excuses must state explicitly that the holder is excused from class on the day of the test.** Test 3 may be used for only one test absence.

**BRING: FSU ID, sharpened pencils.**

In the summer sessions, there is no exam week. Test 3 will be given on the last Wednesday of the session. Test 2 will contain material from Units I and II, and Test 3 will contain material from Units I, II, and III.

Test	Test Date
Test 1	Wednesday May 24
Test 2	Wednesday June 7
Test 3	Wednesday Jun 21

**MULTIPLE TEST ABSENCES:** Three tests total are given in the summer sessions (no final exam). A student's Test 3 grade may only be used for one test absence. Students should contact the Course Coordinator immediately if they miss or anticipate they will miss both Test 1 and Test 2.

**FAMILY OBLIGATIONS vs. SUMMER SCHOOL:** Students should note these test dates and keep them in mind when considering family obligations for the next six weeks. **Family reunions and graduations are not valid excuses for missing tests.**

**GRADING:** X, Y, Z are the first, second, and third tests respectively. Q = Percent Average of quizzes.

A student's grade will be computed by whichever of the following results in a higher grade (**subject to Participation Req'mt**). Academic integrity is essential to academic merit; an "F" in the course should be expected by a student involved in academic dishonesty. P=Participation Requirement deduction

$$(10Q + 24X + 33Y + 33Z)/100 - P \quad \text{or} \quad (10Q + 20X + 30Y + 40Z)/100 - P$$

A = 91.50 and above	B+ = 87.50-89.49	C+ = 76.50-79.49	D = 59.50-65.49
A- = 89.50-91.49	B = 81.50-87.49	C = 69.50-76.49	D- = 55.50-59.49
	B- = 79.50-81.49	C- = 65.50-69.49	F = below 55.50

**COURTESY AND STUDENT CONDUCT CODE:** Students should not arrive late to class without an explanation afterward or leave early from class without advance permission. Self restraint, courtesy and consideration for fellow students and the lecturer are important. FSU students not enrolled in MAC 1105 or other guests are not permitted without permission from the lecturer. Violators will be reported to the University Judicial Officer. Students may not alter the desktop, edit software preferences, or any other way tamper with the computers and software in the HTL classrooms. Violators will be reported to the University Judicial Officer for violation of the Student Conduct Code.

**ACADEMIC DISHONESTY:** The Florida State University Academic Honor Policy outlines the University's expectations for the integrity of students' academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process. Students are responsible for reading the Academic Honor Policy and for living up to their pledge to ". . . be honest and truthful and . . . [to] strive for personal and institutional integrity at Florida State University." (FSU Academic Honor Policy, found at <http://fda.fsu.edu/Academics/Academic-Honor-Policy>)

Students involved in academic dishonesty should expect severe academic penalties. These may include but are not limited to a grade of "F" assigned for the course or a grade of zero (which cannot be removed) assigned for the work in question. Academic Dishonesty is as defined in the Academic Honor Policy of the FSU Student Handbook. Please note: "Fabrication, Falsification, and Misrepresentation" is a specific charge in the Honor Policy. In particular academic dishonesty includes, but is not limited to, the giving or receiving of unauthorized assistance within or outside the classroom, the possession or use of restricted examination materials, plagiarism, use of an unauthorized calculator, and attempts at any of the above. During quizzes or exams students may not possess or refer to written information, or video or on-line examples, unless specifically authorized by the instructor, or receive oral information. On graded work done outside the class, plagiarism includes referring to the work of another student or consulting any other individual, or any tutor. Academic dishonesty also includes stealing, buying, selling, referring to, or attempting to access a copy of a Departmental examination or any part of a departmental exam before or after it has been administered (except for review of a student's test immediately after it is graded in lab). This includes attempting to leave the testing site with any unauthorized information, written or oral, about the test, any specific test questions, or solutions. Academic Dishonesty also includes another's work represented as your own. By turning in a quiz or examination the student in effect pledges that unauthorized assistance has been neither given nor received. All violations of these policies will be processed according to the Academic Honor Policy.

**CALCULATORS:** The only authorized calculator allowed during in-class Tests and Quizzes is the calculator available on the computers in the HTL classrooms. No other calculators are allowed. The use of unauthorized calculators is a violation of the Academic Dishonesty policies, as stated above, and will be dealt with accordingly.

**OBTAINING HELP:** Please take advantage of the office hours offered by your Lecturer or Lab Instructor. We are anxious to help. Instructor office hours are one of the most underutilized resources available to students.

**Free Tutoring from FSU:** Tutoring is available for this course via ACE Tutoring at the Learning Studio in the William Johnston Building. Appointments may be made, and drop-ins are welcome for one-on-one and group tutoring. Please contact the ACE Learning Studio at [tutor@fsu.edu](mailto:tutor@fsu.edu), 850-645-9151, or find more information at <http://ace.fsu.edu/tutoring>

Students should use caution when engaging the services of tutors (or tutoring services) that have no affiliation with FSU. If a tutoring service provides information, or materials, that violate the Academic Honor Policy, then you, by engaging that service, will be in violation of the Academic Honor Policy. If you provide test

details to any individual or tutoring service, then you are in violation of the Academic Honor Policy. You will be asked to give an honor pledge for every graded assignment; please take it seriously.

**SYLLABUS CHANGE POLICY**

Except for changes that substantially affect implementation of the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice.