
MAC 1105
LAB SECTIONS 14 - 22

COLLEGE ALGEBRA

FALL 2018



COURSE INFORMATION

- **College Algebra Lecture Class meets MWF 1:25 - 2:15 pm in 102 HCB**
- **Lab Class Sections meet Tuesday as listed below:**

Lab Section	Lab Time	Lab Location
14 - HB	8:00 - 8:50 am	319 HCB
15	8:00 - 8:50 am	107 MCH
16 - HB	9:30 - 10:20 am	319 HCB
17	9:30 - 10:20 am	107 MCH
18 - HB	11:00 - 11:50 am	319 HCB
19	11:00 - 11:50 am	107 MCH
20 - HB	12:30 - 1:20 pm	319 HCB
21	12:30 - 1:20 pm	107 MCH
22 - HB	2:00 - 2:50 pm	319 HCB



COURSE INSTRUCTOR

 **Diane Maltby**
 **Teaching Faculty I**

✉ maltby@math.fsu.edu

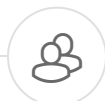
☎ (850) 644-0163 (no voicemail)

🏛 Mathematics Department

🕒 **Office Hours:** Tuesday & Thursday, 8:30 - 10:30 am in 111-A MCH (Carothers)

Help Sessions: Monday & Wednesday, 2:30 - 4:00 pm in 110 MCH

If necessary, students may also make appointments for private discussions about grades, SDRC accommodations, absences, etc. Please e-mail maltby@math.fsu.edu (<mailto:maltby@math.fsu.edu>) with several possible days and times to make an appointment.



COURSE DESCRIPTION

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

- **Lecture Class:**

At this time the Lecturer will present new material, provide examples, and take questions on homework problems. It is important to keep up with material in order to be successful in any mathematics course. Students should do the assigned practice/homework from the previously covered section between lectures.

- **Lab Class:**

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

On quiz days, the first half of class will be spent working on practice problems. The Lab Proctor TAs will assist with questions on MyMathLab as time permits. Lab Proctors cannot provide individual instruction for students who have missed Lecture Class. A quiz will be given during the second half of lab class. 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 section item missed and review their graded test before leaving the classroom.

Lab classes are never rescheduled not even on a one-time basis. If you miss your lab class time,

then you have missed the lab quiz or 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 MAC1105 is a prerequisite, and for students in majors that require MAC1105 be taken. Students who are currently in (or exploring) non-science and non-math based majors should consider taking MGF1106 or MGF1107. Students with questions should see their academic advisor.

You cannot receive credit for MAC1105 if you have received credit for MAC1104, MAC1140 or MACx140, 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 MAC1102, MAC1132, MACx132, or equivalent courses may not take MAC1105 for full credit. Students in this category may (a) take MAC1140 or (b) take MAC1105 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 Drop/Add must still prove eligibility. Ineligible students will not be permitted to receive credit for the course.



AMERICANS WITH DISABILITIES ACT

 Student Disability Resource Center

 sdrc@fsu.edu (<mailto:sdrc@fsu.edu>)

 Office Hours: Monday–Friday, 8:00 am to 5:00 pm

- 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.**

- 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/>



TEXTBOOK & MY MATH LAB

Beginning Summer C 2018, MAC 1105 will require MyMathLab access. All Tests and Quizzes (both in-class and outside-of-class quizzes) will be taken using MyMathLab.

It is the student's responsibility to have purchased access and entered the access code before the second week of classes. The 14-day grace period begins with the first login. There will be no extensions or excused absences for not acquiring access or for not remembering login credentials. Please reference the MyMathLab information provided in Canvas.

MyMathLab access comes with the e-book. Students are not required to purchase a print edition of the text. There is a 14-day grace period in which students may access all the online content before purchasing access and it is recommended that students try the online options before deciding on whether or not to purchase the print edition in addition to the access code for the online content.

The sections covered in MAC 1105 from *Algebra & Trigonometry, 10th Edition by Sullivan* are: R4, R5, R7, R8, 1.1, 1.2, 1.4, 1.5, 2.1 - 2.4, 3.1-3.5, 4.1, 4.3, 4.4, 5.4, 6.1 - 6.6, 12.1, 12.7.



TECHNOLOGY REQUIREMENTS

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 on campus. Firefox is the recommended browser, followed by Chrome and then Safari.



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 lab classrooms. Violators will be reported to the University Judicial Officer for violation of the Student Conduct Code.
- Students should log on to Canvas at least every other day to check for course updates.
- Students are expected to keep up with the class, engage with the course material, and submit assignments by due date.
- Assignments, quizzes, and exams are expected to be products of individual students as per the [FSU Academic Honor Policy \(http://registrar.fsu.edu/bulletin/undergraduate/information/integrity/\)](http://registrar.fsu.edu/bulletin/undergraduate/information/integrity/). Students should not discuss any of the questions with each other before or during the actual assignments, activities, quizzes, or exams without instructor approval.



GRADING POLICY

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

Practice: Section practices are outside-of-class assignments meant to build your skills in an ungraded environment. You have unlimited attempts for each practice assignment. Points from practice assignments will be used to bolster your quiz average.

Homework Quiz: 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. When necessary, 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.**

Lab Quiz: 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.**

Tests: Three unit tests are given during the semester and all tests will be taken during your lab. On test days, there is no practice time in the lab. **Completed Tests are available for review only in the lab at the time the test is completed and graded.** Students should write down their work in an orderly fashion on the provided scrap paper. This organization will assist you in reviewing your quiz/test before *and/or* 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.

Students should note these test dates and keep them in mind when considering family obligations.

Family reunions and graduations are not valid excuses for missing tests.

TEST	DATE
Test 1	September 25
Test 2	October 23
Test 3	November 13

Final Exam: The Final Exam is comprehensive. Your Final Exam will be given in one of the four computer equipped classrooms in HTL or in 107 MCH or in 319 HCB. The University Final Exam Schedule does not apply to MAC1105. The MAC1105 Final Exam will be given M-R of Exam Week (Dec 10-13). You will register, online, for a final exam time. Exam Registration will open at 7 a.m. on Wednesday, Nov 7. You must schedule an exam time before 12:00 noon on Wednesday, Nov 28. During this 3-week period, you will be able to change your exam time, depending on available times.

You must check your exam schedule carefully. After final exam registration closes, changes, without penalty, will be made only for conflicts that involve documented changes in the exam schedule for your other classes. That is, changes will be made only if an instructor in one of your classes changes the time of the final exam from that given in the Directory of Classes, and this change conflicts with your selected MAC1105 exam time. **A 15% penalty will be imposed on your final exam grade for any other changes made after registration closes, this includes students who fail to register before the deadline, miss their exam, changes in travel, or because of airline ticket purchases.** The link for the online registration will be available on this Canvas site.

Grade Calculation

A student's final course grade will be computed by whichever of the following results in a higher grade, subject to the Participation Requirement.

$$(60\%U+10\%Q+30\%E) - P \quad \text{or} \quad (40\%U+10\%Q+50\%E) - P$$

where **U** = Average of 3 Unit Tests; **Q** = Quiz Average; **E** = Final Exam; **P** = Participation Requirement

Deduction.

Academic integrity is essential to academic merit; an "F" in the course should be expected by a student involved in academic dishonesty.

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

- This course has a **Participation Requirement measured by assignment completion**. Students are in danger of failing the course if they miss **more than 3** quizzes (lab, or required homework; **excused or not**). **Your final course average will be reduced by 1 point for each additional quiz missed beyond 3. No exceptions.** (Even if a student has an excuse for a missed lab quiz, that still counts as a missed quiz.)
- The **Quiz Grade** for this course consists of lab quiz grades and homework quiz grades. Class attendance and practice points will also be used in computing your Quiz Grade. **No lab or homework quiz grades will be dropped when calculating the Quiz Grade.**
- **Quiz Grade Average: Students will earn points to bolster their quiz average from Learning Catalytics and Section Practice Assignments in MML.** You may earn enough points to cover up to 3 missed quizzes from Catalytics (LCP) and MML Practice (MMLPP). At the end of the semester, your LCP & MMLPP will be computed to bolster you quiz grade. LCP = your percentage of Learning Catalytics Points and MMLPP = your percentage of possible MML Practice Points. Each percentage will be multiplied by 150 and these points will added to the sum of your homework and lab quizzes before dividing by the total number of quizzes. Even though it will be possible to earn a quiz average over 100%, **the maximum Quiz Average used to calculate your course average will be 100%.**

$$\text{Quiz Average Formula} = \frac{\text{homework quizzes (28 grades)} + \text{lab quiz (10 grades)} + \text{LCP} + \text{MMLPP}}{\text{total number of homework and lab quizzes (38 grades)}}$$

- I plan to have 28 homework quizzes and 10 lab quizzes. There will be 300 possible points to

bolster your quiz grades from Learning Catalytics points and MML Practice Points; LCP & MMLPP will each be worth a maximum of 150 points.

COURSE POLICIES

Attendance:

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.

The classroom personal response system, **Learning Catalytics**, will be used to earn participation points from Lecture Class (**LCP**). Learning Catalytics is included in your MyMathLab subscription. I will walk through Learning Catalytics on the second day of class to help you set-up your account.

Everyone will be given 8 Learning Catalytics points. These points will cover up to **4** lecture class absences (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.

Calculators:

- The only authorized calculator allowed during in-class Tests and Quizzes is the calculator available on the computers in the HTL/MCH/HCB 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.

POLICY FOR MISSED QUIZ

Missed Homework Quiz: Because these quizzes may be taken over a period of time, no make-up homework quizzes will be given. A zero will be recorded for a missed Homework Quiz.

Missed Lab Quiz: 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. **Any medical excuse must state explicitly that the holder should be excused from class. Note that students will not be given excused absences to attend family functions or other non-academic events.**

POLICY FOR MISSED TEST

- If a test is missed and excused, then a makeup exam will be arranged. Students must provide

advance notice of absences (when possible) as well as relevant documentation regarding absences to the instructor as soon as possible following the illness or event that led to an absence.

- If a test is missed and is unexcused, with instructor permission, an unexcused absence from one unit test may have the final exam minus a 20 point penalty applied for that test grade. **Any medical excuse must state explicitly that the holder should be excused from class. Note that students will not be given excused absences to attend family functions or other non-academic events.**

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.

Official University activities include official events at which the student is representing the University, such as athletic competitions and academic activities sponsored by a student's academic department or college. Registered Student Organizations (RSO's) and Greek Life activities are not considered official university activities.

ACADEMIC HONOR POLICY

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>)
(<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 online 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.



FREE TUTORING AT FSU

Academic Center for Tutoring (ACE)

- 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, [_ \(mailto:tutor@fsu.edu\)_](mailto:tutor@fsu.edu) (850)645-9151, or find more information at <https://ace.fsu.edu/learning-studio> (<https://ace.fsu.edu/learning-studio>)

The Learning District

- The Learning District hosts walk-in tutoring for math Sunday - Wednesday from 8:00 pm to 12:00 am in Strozier Library.
- <https://www.lib.fsu.edu/tutoring> (<https://www.lib.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.



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.



CANVAS SUPPORT

Need help with Canvas? Contact FSU Canvas Support:

✉ **Email:** help@campus.fsu.edu (<mailto:help@campus.fsu.edu>)

📞 **Phone:** (850) 644-8004

🌐 **Website:** distance.fsu.edu/canvas (<http://distance.fsu.edu/canvas/>)

🕒 **Hours:** 8:00 am to 5:00 pm, Monday - Friday

Course Summary:

Date

Details
