Lecture Class will meet M-F, 8:30-9:20 in 101 HCB. The Labs will be held as follows. (Office hours for Lab Proctors will be given in class.) Students must attend the lab section for which they are registered.

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<th>Sec</th>
<th>Day</th>
<th>Time</th>
<th>Room 104 HTL</th>
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<th>Room 104 HTL</th>
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<tbody>
<tr>
<td>5</td>
<td>W, F</td>
<td>9:30 – 10:30</td>
<td>104 HTL</td>
<td>8</td>
<td>W, F</td>
<td>11:00 – 12:00</td>
<td>104 HTL</td>
<td>11</td>
<td>W, F</td>
<td>12:30 -1:30</td>
<td>104 HTL</td>
</tr>
<tr>
<td>6</td>
<td>W, F</td>
<td>9:30 – 10:30</td>
<td>105 HTL</td>
<td>9</td>
<td>W, F</td>
<td>11:00 – 12:00</td>
<td>105 HTL</td>
<td>12</td>
<td>W, F</td>
<td>12:30 -1:30</td>
<td>105 HTL</td>
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**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 in other majors, and especially those students who are UNDECIDED about their major, should consider taking MGF 1106 or 1107, or waiting one semester before taking a mathematics course. Check with your advisor.

On the basis of low SAT/ACT scores, remedial mathematics courses may be required before MAC 1105. (440 ≤ SAT math ≤ 460; 19 ≤ ACT math ≤ 20 State mandated to MAT 1033). (SAT math ≤ 430; ACT math ≤ 18 State mandated to MAT 0024) In order to have the remediation requirement removed, students in these categories 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.) Beginning in Fall 1999, 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 1105 be taken. Students in this category may (a) take MAC 1104 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:** Students with disabilities needing academic accommodations must: 1) register with and provide documentation to the Student Disability Resource Center (SDRC); and 2) bring a letter to their instructor from SDRC describing the needed academic accommodations. This must be done within the first week of classes. (Your tests and quizzes will not be taken at the SDRC. Students who need only extended time will be accommodated in lab. However, if you are registered for the latest lab of the day, then we will ask you to move to an earlier section, if possible. Please discuss this with your lecturer.)

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

**Lecture Class:** At this time the Lecturer will present new material, examples, and will take questions on homework problems. In order to prepare for the lectures, you 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. The Lecturer will announce his/her policies concerning any quizzes that may be given in lecture class.

**Lab:** Labs are held in computer equipped classrooms. Quizzes and Tests will be given in Lab. Seating is limited. We will not allow you 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. Your Lab Proctor will assist you with the software and, as time permits, with the material. Please realize, each lab will have 28-32 students – Lab Proctors cannot provide individual instruction for students who have missed Lecture Class. A Quiz will be given during the
last 20-25 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, the test will be started promptly at the beginning of class. There will be no time for practice, in lab, on test day. Graded tests are not available for review at any time other than test day. You may record the Objectives missed and should review your graded test before leaving the classroom.

For all Quizzes and Tests, you should always write down your answers orderly on your scrap paper. This will assist you in reviewing your 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. 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/) AOL users SHOULD NOT use AOL to access eGrade. (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 labs 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. You will be given a login name and password to use for the on-line work; these are based on your name and FSU Security Number (FSUSN). **In order to use the Lab 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 FSUSN (FSU Security Number). (On Bb, go to Secure Apps, then FSU Identity Management.)

**COURSE OBJECTIVES and PREPARATION FOR FUTURE COURSES:** We hope all students will gain understanding and proficiency in the algebra of basic mathematical systems and acquire the mathematical tools for future mathematics courses. In addition, we hope all students will develop habits necessary for success in mathematics - regular class attendance and keeping-up with the course by keeping-up with the homework. In MAC1105 we attempt to help you develop these habits by requiring outside-of-class on-line work and, in some classes, by recording class attendance. We also have repeated practice of specific test objectives. In your next mathematics course, fewer of these things will be done. A minimum grade of "C-" in this course is required for MAC 1114, MAC 1140, or MAC 2233. You should take your next mathematics course the term immediately after you complete MAC 1105.

**TEXT:** Precalculus Enhanced with Graphing Utilities - Special Edition for FSU's MAC 1105/1140 by Sullivan and Sullivan, Prentice-Hall. (This text will also be used in MAC 1140.)

**SUPPLEMENTARY MATERIALS:** Course Objectives and Suggested Homework Problems for each section are available over the internet http://www.math.fsu.edu/~blackw/MAC1105 ; Video clips for almost all objective are available here too.

**CONTENT:** Text Appendix sections A5, A6, Class Notes on Interval Notation and Equation Solving, 1.1, 1.2, 1.6, 1.7, 2.1, 2.3 – 2.6, 3.1, 3.2, 3.8, 4.1 – 4.6, 10.1, 10.7, 10.8.

**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. Whether or not the instructor checks roll, the student's responsibility is not diminished.

**PARTICIPATION REQUIREMENT:** Participation is required in both lecture class attendance and assignment completion. There is a direct correlation between class attendance and student performance. We want to help you develop good habits for all your courses – that’s why we have this Participation Requirement.

Students are in danger of failing the course if they miss more than 3 quizzes (lab, or required homework; excused or not). Your final quiz average will be reduced by 1 point for each additional quiz missed. No exceptions. (Even if a student has an excuse for a missed lab quiz, that still counts as a missed quiz.)

In addition, the appropriate Academic Dean will be contacted about students who have excessive consecutive absences (missing two consecutive quizzes).
GRADED WORK: Your graded work will consist of quizzes (in lab and outside of class), and tests. See descriptions below. You must have your 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. These quizzes may be taken more than once (3 attempts will be allowed) and the highest grade will be used. Students can use any text material and class notes to assist them on homework quizzes, but students cannot receive any other assistance. Please don’t “wait until the last minute” to complete a Homework Quiz; allow time to take the quiz on campus. Extensions will not be given because of problems with network connections at home or problems with AOL. Because these quizzes may be taken over a period of time, no make-up quizzes will be given.

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, supply the lecturer with necessary documentation; your next Unit Test grade will be used 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. The three lowest quiz grades will be dropped. You should prepare carefully for each quiz. You never know when you will have an emergency or illness.

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 won’t be available in the computer classrooms.

Completed Tests are available for review only in your lab at the time the test is completed and graded. Always write down your answers, orderly, on your scrap paper. This will assist you in reviewing your quiz or test, before or after it has been graded.

You may not begin a test and then decide not to take it. Once a test is started, then it must be completed. Tests or quizzes left ungraded will prevent you from taking the next assignment.

You will be allowed to take a retest, for Unit Test 1 and 2, during the next lab. The test is required on the Test Date. If you miss the test for an invalid or unverifiable reason, then your retest grade will be penalized 15%. If you take the test and retest, and your retest grade is higher than your test grade, your grades will be averaged. If you take the test and retest, and your test grade is higher than your retest, your grades will not be averaged; your grade will be the test grade. (That is, you cannot hurt your grade by retesting, but the grades will be averages if the retest is higher.) You will not be guaranteed more than one attempt for the Unit tests. That is, if you have any absence, excused or not excused, from the test or retest day, then you will simply have lost that opportunity to test (or retest). Make-up testing times will not be scheduled. If you have an excused absence for both the test and retest date, then your Test 3 grade will be used to replace the missed test. If you have invalid or unverifiable absences from both the test and retest, then 85% of your Test 3 grade will be used for the missed test. Acceptable medical excuses must state explicitly that the holder is excused from class.

BRING: FSU ID, sharpened pencils.

In the summer sessions, there is no exam week. Test 3 will be given on the last Friday of the session; it will not be given early; there is no retest for Test 3. Test 2 will contain material from Units I and II, and Test 3 will contain material from Units I, II, and III.

<table>
<thead>
<tr>
<th>Test</th>
<th>Test Date</th>
<th>Optional Retest Date</th>
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<tbody>
<tr>
<td>Test 1</td>
<td>Friday July 10</td>
<td>Wednesday July 15</td>
</tr>
<tr>
<td>Test 2</td>
<td>Friday July 24</td>
<td>Wednesday July 29</td>
</tr>
<tr>
<td>Test 3</td>
<td>Friday Aug 7</td>
<td>NO RETEST</td>
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MULTIPLE TEST ABSENCES: There are only three tests, total, given in the summer sessions. Your Test 3 grade may only be used for one test absence. Contact the Course Coordinator immediately if you anticipate you will miss, or find that you have missed, Test 1 and Test 2.

FAMILY OBLIGATIONS vs. SUMMER SCHOOL: Please note these test dates and please keep this in mind when you are considering family obligations for this summer. Family reunions and graduations are not valid excuses for missing tests.

-3-
GRADING: X, Y, Z are the first, second, and third tests respectively. Q = Percent Average of quizzes.

Your 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.

(10Q + 24X +33Y + 33Z)/100 or (10Q + 20X + 30Y + 40Z)/100

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

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.

ACADEMIC DISHONESTY: 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 by retesting or dropping) assigned for the work in question. Academic Dishonesty is as defined in the Academic Honor System of the FSU Student Handbook. In particular academic dishonesty includes, but is not limited to, the giving or receiving of unauthorized assistance within or outside the classroom or the ARC, the possession or use of restricted examination materials, plagiarism and attempts at any of the above. During quizzes or exams students may not possess or refer to written information unless specifically authorized by the instructor, or receive oral information. For take home quizzes, students must follow the instructions given by his/her instructor in obtaining a quiz and in turning it in. On graded work done outside the class, plagiarism includes referring to the work of another student or consulting any other individual, in particular any Help Center Instructor or any tutor. Academic dishonesty also includes stealing, buying, selling or referring to 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 paper with the instructor). 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 reported to the University Judicial Officer and other appropriate University officials.

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 Proctor. We are anxious to help. Instructor office hours are one of the most underutilized resource available to students.

Help is also available in the Mathematics Help Center: (110 MCH) tutors are available (no charge) to help you with problems; you will need to take some specific problems to work on when you visit the Math Help Center. (Tentative hours: M-R 2-7 p.m. Tentative opening: May 14.) Solutions Manuals are available for use in the Help Center.

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.