

MATH 2043C OFFICIAL COURSE SYLLABUS FALL 2013

COURSE NAME: Survey of Calculus (MATH 2043C)

COORDINATOR: Heather Griffin, Office: SCEN 218, hgriffi@uark.edu

INSTRUCTORS: Dr. Cleaveland (lcleave@uark.edu), Ms. Crawford-Crone (macrawfo@uark.edu), Mr. Deville (ddeville@uark.edu), Dr. Griffin (hgriffi@uark.edu), or Mrs. Kennedy-Zhang (nkennedy@uark.edu)

Welcome! We are glad that you are taking a course in the Math Resource and Teaching Center (MRTC). Here is the information you need to be successful in our classes. If you have questions or concerns, please ASK!

Textbook and Software: Some homework, quizzes, and tests/exams are accessed with Pearson Math Software MYLABSPPLUS (MLP). An electronic version of the textbook is available within MLP. You may purchase the University of Arkansas MLP access kit from a local bookstore or online when you access the MLP portion of your class.

Accessing your MRTC MATH Course with Single Sign On:

- Generally, you will access your course through Blackboard (BB) by going to learn.uark.edu. Log in using your university email login and password. There will be an option (a button or link) that will directly sign you in to MLP and allow you to work on your homework, quizzes, or tests/exams.
- If there is ever a time when Blackboard is NOT working and you need “the back door access to MLP,” go to www.uark.bb.mylabsplus.com. Your login is your university email without the @uark.edu part. The first time you do this, you will click on “forgot password” and the directions for resetting your MLP password will be sent to your uark email.

The MLP software is installed in the General Access Computer Labs (GACL) and on the computers on the second floor of the Science and Engineering Building (SCEN). Using other computers will require you to install the necessary MLP programs by clicking on the SUPPORT tab on the opening page of the online course then clicking on MYMATHLAB BROWSER CHECK.

Problems with Software: If you cannot access your MLP course:

- Check your browser- click on SUPPORT then MYMATHLAB BROWSER CHECK near the top of the page
- Delete your cookies
- Try a different browser
- Try a different computer- Firefox is Recommended
- Contact Pearson Tech Support by clicking on TECH SUPPORT link at the top of the page and select one of the means listed
- Call Pearson Helpline at 888-883-1299

Communication: Check the MLP Announcement Page and your university email account twice a day for important class information. Outages and other problems will also be reported via Twitter at @UarkMRTC

Course Entry Quiz: You must score 100% on this course entry quiz before you can work in MLP. If you have questions about the quiz content, contact your instructor immediately.

MLP Gradebook: The MLP Gradebook can take up to 12 hours to update your scores. Therefore you must have the required prerequisite homework completed at least 12 hours before you plan to take a quiz or test/exam. Grades in the MLP Gradebook are approximations of your actual grade. Official grades will be kept in the MLP Gradebook, NOT the Blackboard (BB) Gradebook.

Grading Scale: The final letter grade is based on the following percentage scale:

A = 90.0%-100%; B = 80.0%-89.9%; C = 70.0%-79.9%; D = 60.0%-69.9%; F = 0-59.9%

REQUIRED MATERIALS:

- **MLP SOFTWARE/TEXTBOOK:** The homework, quizzes, exams, and the final exam will all be done on the computer using MyLabsPlus (MLP) software that correlates to the textbook, Calculus with Applications, Lial/Greenwell/Ritchey, 10th edition. The textbook is recommended, but not required, as an electronic version of **the textbook is available in the MLP software**. Web address is www.uark.bb.mylabsplus.com.
- **TURNING TECHNOLOGIES:** The Turning Technologies audience response system will be used during class for routine in-class quizzes. This will be the only way to collect most of your participation points.
***To register your device visit www.student.turningtechnologies.com.**
- **CALCULATORS:** **For all tests that are taken in the Testing Lab, you will only be allowed to use one of the Math Department calculators, a TI-84.** You should be familiar working with these calculators as the proctors cannot answer questions about the operation of the calculator during a quiz, test, or the final exam.

GRADING:

Pre-Calculus Assessment	2.5%
Pre-Class/In-Class Assignments	12.5%
Lab Time	5%
Homework Grade	5%
Quiz Grade	5%
3 unit exams @ 15% each	45%
Comprehensive Final Exam	25%

Grading Scale: The final letter grade is based on the following percentage scale:

A = 90.0%-100%; B = 80.0%-89.9%; C = 70.0%-79.9%; D = 60.0%-69.9%; F = 0-59.9% or F on Final exam.

PRE-CALCULUS ASSESSMENT: You are required to complete the pre-calculus assessment in the testing center, SCEN 203, during the scheduled dates (TBA). You can attempt this exam a total of 3 times. Use the study plan and the first homework assignment in MyLabsPlus to study for this test. The assessment covers only basic algebra skills that should be mastered BEFORE attempting to successfully complete a calculus course. **If after studying, you are still unable to attain a grade greater than 80%, you should consider dropping back into an algebra course. Discuss this option with your advisor.**

CLASS GRADES and ABSENCES: You are expected to attend and be prepared for every class. Pre-class and In-class points will be administered during each class period via clickers and/or worksheets. Any graded work during class time cannot be made up due to missing class. If you are absent, it is your responsibility to determine what we did in class by asking another class member and be prepared for the next class meeting. **If you forget your clicker or you are late and miss a clicker question, you miss those points for the day, regardless of the excuse.** A few days of points will be dropped at the end of the semester.

LAB MINUTES: Lab minutes account for 5% of your final grade. If you do not complete the total lab requirement (550 minutes), then your lab grade will be prorated based upon the number of minutes completed. Lab minutes may be acquired in SCEN 209, 211 or 212. Lab minutes are monitored by a computer program. **You MUST login to the program by using your university ID and then you MUST logout when leaving the lab.** Always check the monitor to make certain you have logged in or out correctly. If you fail to login, you will NOT receive credit for those minutes in lab. If you fail to logout, you will not receive credit for any minutes for that lab session. It is your responsibility to remember to login and to logout. If you need to leave the lab room for any reason you MUST logout and then you will have to login again. You are only permitted to work on your Math 2043 course while in the labs. Failure to abide by these rules is a violation of the University's Academic Integrity Policy.
*****When you sign out of the lab, click on "view report" to see your current minutes.*****

HOMEWORK: Homework assignments are completed in MLP. You may work on each assignment to improve your grade until it is due by clicking on the navigational tab HOMEWORK on the opening page of the course. After

the assignment is due, the computer will allow you access to the homework in order to review your homework at anytime without changing your grade by clicking on the GRADEBOOK navigational tab. You must pass each section with 90% correct in order to take the quiz for that week.

QUIZZES: Weekly quizzes may be completed at home or in the labs. You must have 90% on your homework assignment in order to open the quizzes. You may take the weekly quizzes a total of three times. Your best quiz score will be recorded in the MLP gradebook. Be aware that the questions will change for each attempt and the time is limited. Therefore, it is best to study before taking the quiz. At the end of the course, the lowest 2 quizzes will be dropped.

There are no make-ups for missed quizzes or late quizzes. You are responsible for making sure your internet/computer is functioning properly. Do not wait until the last minute to take your quizzes.

EXAM GRADE: Three exams, and a final are scheduled in the Testing Center. The exams and final will be taken in the Testing Center, SCEN 203, on the scheduled dates. The tentative testing dates are listed below and if changes are made you will be notified on the homepage of the MLP course. The hours of operation for the Testing Center will be posted outside the Testing Center and at the website <http://mrtc.uark.edu/>. There are a limited number of computers in the testing center and are available on a first-come-first-served basis, so don't wait until the last minute. **The final exam is required! If you fail the final, you fail the course regardless of your average.**

The only thing you need to bring to the Testing Lab is a pencil or pen and University ID. **You must show your University issued ID in order to take a test.** Scrap paper and a calculator (TI-84) will be provided. **You will not be allowed to use your own calculator.** You are not allowed any assistance of any kind on the tests and quizzes. Remember, academic dishonesty is a violation of University's Academic Integrity Policy. (See the Testing Lab Guidelines.)

MAKE-UP TEST POLICY: If you miss a test, please contact your instructor as soon as possible. Your instructor must agree that your reasons for missing an exam are reasonable. **Most make-up tests will be given at the end of the semester. There will be no partial credit or pink slips.** Taking a make-up test at the end of the semester will be more difficult than taking the regularly scheduled test. Prior to the make-up test date, you will be required to complete a make-up test agreement.

TENTATIVE TESTING DATES:

	<u>Classtime before 2:00pm</u>	<u>Classtime at 2:00pm or later</u>
TEST I	Tuesday 9/17 or Wednesday 9/18	Wednesday 9/18 or Thursday 9/19
TEST II	Wednesday 10/16 or Thursday 10/17	Thursday 10/17 or Friday 10/18
TEST III	Sunday 11/10 or Monday 11/11	Monday 11/11 or Tuesday 11/12

FINAL EXAM: The comprehensive final exam is offered Sunday, December 15 and Monday, December 16th and will be taken on the computer in the Testing Lab. NOTE: **The exam time for this course is not based upon the time the class meets.** You will have two hours (this includes the 15 minutes for possible internet problems) to complete the exam. **You must show your university issued ID in order to take the exam.**

Testing Center Policy:

See the Testing Center Guidelines, which is a separate document at http://math.uark.edu/TESTING_CENTER_GUIDELINES.pdf

Academic Integrity: "As a core part of its mission, the University of Arkansas provides students with the opportunity to further their educational goals through programs of study and research in an environment that promotes freedom of inquiry and academic responsibility. Accomplishing this mission is only possible when intellectual honesty and individual integrity prevail." Each University of Arkansas student is required to be familiar with and abide by the University's Academic Integrity Policy which may be found at <http://provost.uark.edu/>. Students with questions about how these policies apply to a particular course or assignment should immediately contact their instructor.

Accommodations: Under University policy and federal and state law, students with documented disabilities are entitled to reasonable accommodations to ensure the student has an equal opportunity to perform in class. If you have such a disability and need special academic accommodations, please report to Center for Educational Access (CEA). Reasonable accommodations may be arranged after CEA has verified your disability. You must submit your paperwork to your instructor or Dr. Cleaveland (SCEN 220) as soon as possible. To receive accommodation this must be done at least a week before you take a test/online quiz/exam. Do not hesitate to contact your instructor or a member of the MRTC Staff if any assistance is needed in this process.

Inclement Weather: Instructors make every effort to hold class. If you feel that travel is too hazardous due to weather conditions, inform your instructor by email. If the university is officially closed, class is canceled. Your instructor will notify you of schedule changes for the study and testing labs in SCEN by email, announcements in MLP/BB, and via Twitter at @UarkMRTC

Emergency Procedures: Many types of emergencies can occur on campus. Instructions for specific emergencies such as severe weather, active shooter, or fire can be found at emergency.uark.edu.

Severe Weather (Tornado Warning):

- Follow the directions of the instructor or emergency personnel
- Seek shelter in the basement or interior room or hallway on the lowest floor, putting as many walls as possible between you and the outside
- If you are in a multi-story building, and you cannot get to the lowest floor, pick a hallway in the center of the building
- Stay in the center of the room, away from exterior walls, windows, and doors

Violence / Active Shooter (CADD):

- CALL- 9-1-1
- AVOID- If possible, self-evacuate to a safe area outside the building. Follow directions of police officers.
- DENY- Barricade the door with desk, chairs, bookcases or any items. Move to a place inside the room where you are not visible. Turn off the lights and remain quiet. Remain there until told by police it's safe.
- DEFEND- Use chairs, desks, cell phones or whatever is immediately available to distract and/or defend yourself and others from attack.

NOTE: We reserve the right to make changes to the syllabus. You will be notified of changes in class, on the MLP/BB Announcement pages, and/or via university email.

OTHER ISSUES: In the event some unforeseen issue arises, please contact your instructor or the course coordinator as appropriate.