

MATH 2043 OFFICIAL COURSE SYLLABUS SUMMER 2014

COURSE NAME: MATH 2043 Survey of Calculus (Online)

INSTRUCTOR: Dr. Heather Griffin, Office: SCEN 218, hgriffi@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 and restart your browser!**
- 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 Blackboard 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. Most e-mails to your instructor will be answered within 24 hours. On weekends, it may take 48 hours. In any e-mail to your instructor you should:

1. Always include your name and section number.
2. Make the subject line appropriate to the content of the email.
3. Always be polite and use complete sentences and correct grammar.

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.

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.

• **MINIMUM HARDWARE/SOFTWARE REQUIREMENTS:**

- 1.5 GHz CPU or greater with minimum of 1GB RAM
- Network adapter: LAN (Ethernet) or wireless (WiFi)
- DSL or cable broadband Internet (Dial up not compatible)
- CD/DVD drive and speakers may be required; refer to course requirements
- Windows XP, Vista, 7, or 8
- MAC OS X 10 or later
- JAVA Runtime Environment 6
- Blackboard Learn requires the latest version of Sun JRE 6.

The JRE can be downloaded from <http://java.sun.com/javase/downloads/index.jsp>.

- **CALCULATORS:** **For all tests, you will only be allowed to use a TI-84 or below.** 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:

Discussion Questions	50 points (5%)
3 Group Works @ 40 points each	120 points (12%)
Homework Grade	50 points (5%)
Quiz Grade	80 points (8%)
2 unit exams @ 150 each	300 points (15% each)
Comprehensive Midterm	200 points (20%)
Comprehensive Final Exam	200 points (20%)

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%

DISCUSSION: There will be 6 discussion question posts. The discussion forum can be found in blackboard to the left of the screen. Some discussions involve posting more than once. Check your weekly assignment sheet for details. Your comments should be polite and professional. They should use correct grammar. Most importantly, your comments must contain some substantial amount of mathematics. They must be relevant. Your posts are graded by your instructor. If you miss a deadline, it is a zero. No exceptions. One discussion question will be dropped at the end of the course.

HOMEWORK: Homework assignments are completed in MLP. You may work on each assignment to improve your grade until the last day of class 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 section.

QUIZZES: Quizzes may be completed at home. You must have 90% on your homework assignment in order to open the quizzes. You may take each quiz 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, a few of the lowest quiz grades 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: Exams are scheduled in the Testing Center on campus for local students. The exams will be taken in the Testing Center, SCEN 203, on the scheduled dates. ***If you are an out of area student, let your instructor know immediately so we can make arrangements for testing.** 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 do not take 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. **There will be no partial credit on a make up test.** 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:

TEST I	June 10th
MIDTERM	June 26th
TEST II	July 15th
FINAL EXAM	August 1st

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.

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.