

<b>MATH 2053 Online – Finite Mathematics</b> <b>Course Syllabus – Summer 2014</b>
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**Instructor:** Mr. Brandon Crisel    **Office:** SCEN 221    **E-mail:** bcrisel@uark.edu

**Office Hours:**

- 1) Tues, Wed, and Thurs from 11 to 1 in my office (These are still tentative and are subject to change)
- 2) Remotely through Blackboard's Collaborate by appointment
- 3) By email daily

**Master Syllabus:**

You are responsible for reading the MRTC Master Syllabus on the MRTC Webpage at <http://mrtc.uark.edu/7249.php>. Information about the textbook, software, and websites are located there.

**Calculators:**

For testing, only TI-83's and TI-84's will be allowed. It is strongly recommended that you use one for your homework and quizzes to be familiar with their operation. The video lessons from the class teach you using a TI-83/84. Test proctors will not answer calculator questions.

**Grading:**

<b>3 Regular Tests</b>	37.5% of the Final Grade	<b>Final Exam</b>	22.5% of the Final Grade
<b>Quizzes</b>	12% of the Final Grade	<b>Unit Homeworks</b>	10% of the Final Grade
<b>Learning Assignments</b>	10% of the Final Grade	<b>Groupworks</b>	02% of the Final Grade
<b>Required Instructor Meetings and Participation</b>			06% of the Final Grade

The final grade will be the weighted average of the above categories. Letter grades are as follows: A=90.00+; B=80.00-89.99; C=70.00-79.99; D=60.00-69.99; F=0-59.99. I reserve the right to revise downward if necessary.

**Getting Started:**

- 1) You must purchase a MyLabsPlus student access kit either directly from Pearson when signing into the class or from one of the bookstores. This needs to be done by the first day of class.
- 2) Check your Blackboard and email for welcome, class, and instructor information.
- 3) Before starting any other assignments in MyLabsPLUS, you must get a 100% on the Course Entry Quiz.

**Tests:**

We will be giving regular tests at the end of each unit and a cumulative final exam. We will be giving tests at the MRTC Testing Center (SCEN 203). As this is an online course, some may be far away from campus and unable to take the tests in the Testing Center. All students that are unable to take the test in this manner will have to use our remote proctoring service, which REQUIRES a webcam, a microphone, and a broadband internet connection. The 4 test dates are scheduled. There will be no make-up/retake exams for the online course, so if there is a conflict we need to work that out ahead of time. If there is an EXCUSED reason to miss a test, we can work out arrangements on a case by case basis. Because there is no retake test available, there MAY be other options later for test grade improvement.

**Quizzes:**

There will be periodic quizzes for each unit. You will have 3 attempts to complete each quiz. Since you get multiple attempts, we will NOT give partial credit for quizzes. The best grade amongst all attempts is used. There will be no late quizzes given for any reason. At least 2 quizzes will be dropped at the end of the semester.

**Unit Homeworks:**

Each unit will have a homework assignment that focuses more on the application problems. A 90% will be required on this homework before you are eligible to take the unit test. As well, this homework will have an incremental percentage requirement for each of the quizzes.

### **Learning Assignments:**

Learning Assignments are the core of how you will be taught about the concepts of the class. Each assignment is in MyLabsPlus and will contain links to videos to watch. They will then ask several mechanical questions about the topic being covered. There will be a compilation of all of these videos for each Unit. (Since each assignment will be due and inaccessible after the due date, you will still have access to the videos through the compilation).

### **Groupworks:**

For Unit 2 and Unit 3, there will be one assignment where we will be split up into groups and working together to complete problems or tasks. Each assignment will be unique (same structure with either different problems or numbers) per group. Answers will either be entered into MyLabsPlus or submitted by email to the instructor (depending on the format.) Details will be given prior to each assignment.

### **Required Instructor Meetings and Participation:**

You will be required to have a meeting with me once for every Unit. You can set up an appointment for one of my campus office hours or we can setup an online meeting through Blackboard. The purpose of this meeting is to discuss any problems/concerns with the Unit's material, iron out any misconceptions, and/or discuss your academic progress thus far. The participation part is an entirely subjective category. Many elements could factor in to this: 1) Frequency and quality of both questions and answers in the Unit Questions discussion boards on Blackboard. 2) Frequent attendance to office hours and/or online office hours. 3) Frequent communication via other methods (i.e. email, etc.)

### **Tentative Schedule:**

Make sure to check the document containing the Tentative Schedule for a breakdown of what lessons will be covered when. The MyLabsPlus Calendar is the one stop shop for when assignments are due. You are expected to keep track of those due dates on your own.

### **Email:**

You should check your email every day for updates and announcements. I usually check mine 30+ times a day. Rarely will the turnaround on a response take more than a few hours during normal operating times (which for me is late morning to late evening). Questions are always encouraged.

### **MyLabsPlus Problems:**

If you encounter any issues with MyLabsPlus, the first place to go is the "What to do if you have issues with MyLabsPlus" document on the Home Page of our Blackboard Course. It provides reference links for the fixing the most common problems as well as how to contact technical support. Be aware that there are times when we will have downtime (although it is rarely and usually for not very long), so procrastinating to the last minute before something is due is ALWAYS a bad idea.

### **Accessing your MRTC MATH Course with Single Sign On:**

- Generally, you will access your course through Blackboard (BB) by going to [learn.uark.edu](http://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 can access the course at [uark.bb.mylabsplus](http://uark.bb.mylabsplus). 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. It is recommended that you set up this password at the beginning of the semester.

### **FAQ:**

There is a FAQ document on the Home Page of our Blackboard Course that covers most of the usual questions. If that documents doesn't answer your questions, do not hesitate to ask.

**NOTE: The instructor reserves the right to make changes to the syllabus as needed. If changes are made, you will be notified of the changes in class, by website or by your university e-mail.**