Math 125 Web 1   Basic Mathematics for Science & Engineering   **Syllabus**   **Spring 2020**

Instructor: Ginger Newsom   **Office**: Hume Hall 217

E-Mail: vhnewsom@olemiss.edu   **Office Hours:** MW 12:30-1:30, TTh 9:30-11, 12:15-1:30

I will try to respond to your emails within 24 hours or on Monday if I am emailed over the weekend.

SOFTWARE (REQUIRED): MyMathLab Algebra & Trigonometry by Trigsted Student Access Kit, 3/E
ISBN: 9780134751597   (Students will have access to the eText through the software.)

LEARNING OUTCOMES: Students who successfully complete Math 125 will be able to solve a variety of algebraic equations; manipulate rational expressions; solve polynomial and rational inequalities; identify, evaluate, combine, and compose functions; find the inverse of one-to-one functions; graph polynomial functions; find the equations of the vertical, horizontal, and slant asymptotes of rational functions; solve exponential and logarithmic equations; expand and condense logarithmic expressions using properties of logarithms; work with angles in degree or radian measure; write the ratio definitions of the six trigonometric functions; evaluate trigonometric functions of angles; evaluate inverse trigonometric functions; verify fundamental trigonometric identities; and solve basic trigonometric equations.

HOMEWORK:

- Homework will be assigned for each section of material covered and will count for a total of 100 points. Homework assignments will be done on the computer using the MyMathLab software. (See Blackboard for directions to enroll in MyMathLab.)
- The Assignments for the week will become available on Mondays. Please go to Blackboard, watch the videos corresponding to each lesson, and then complete the MyMathLab assigments.
- The lowest two (2) homework assignment grades will be dropped at the end of the semester.
- Homework assignments and individual questions may be attempted as many times as needed before the due date, with only the best score counting toward the student's grade.
- Homework must be submitted by 11:59 p.m. on the due date for full credit.
- Homework assignments may be completed after the due date for half credit until Sunday, May 3 at 11:59 pm.
- When working an assignment after the due date, only work problems that you have previously gotten wrong OR not attempted. Working a problem you got correct prior to the due date will actually lower your score.
  Any homework assignment that is not submitted will be given a grade of zero (0).

TESTS:

- There will be four (4) major tests during the semester. Each test will count 100 points.
- Each test must be taken online through the MyMathLab portal. The test questions will be similar in format to the homework problems and test review. Tests will be available from 12:00 am on the first day of the testing window until 11:59 pm on the last day of the testing window. You must schedule your tests appropriately to allow enough time to complete each test. If you choose ProctorU, then the last testing appointment that can be made will be at 10 pm. on the last day of the testing window.
- Each test will have a 60-minute limit once it is opened on MyMathLab. Each test can only be taken once. If there is a disruption in the test (loss of internet connection, loss of power, etc.) then it is the student's responsibility to ensure the proctor contacts me immediately via email or phone.
- Each test and the final exam must be proctored. Please see the TESTING INFORMATION section below for information regarding proctored exams.

- If a test is missed for any reason, a grade of 0 will be given. NO TEST WILL BE GIVEN LATE FOR ANY REASON. (This means there are no make-up tests allowed.)
- Due to the nature of this online classroom setting, there will be limited partial credit available on the tests and final exam.
- Basic, 4-function calculators may be used on the tests and final exam. Please see the CALCULATORS section for more information. Under no circumstance will a scientific or graphing calculator be allowed.

FINAL EXAM:
- The final exam is comprehensive. It will count 200 points and will be taken **online** through the MyMathLab portal.
- The final exam will have a 180-minute time limit from when the test is accessed on MyMathLab. Students taking the final exam through ProctorU can schedule an appointment at any time during the testing window with the last appointment time being 8:00 pm on the last day of the testing window. Students taking the final exam through DETL must make an appointment through DETL.
- The final exam can be taken only once. If there is a disruption in the test (loss of internet connection, loss of power, etc.), then it is the student's responsibility to ensure the proctor contacts me immediately via email or phone.
- The final exam percentage may replace the lowest of the four major test grades IF the final exam percentage is higher. This replacement test policy is designed to **protect** a student who must miss a test. Although the replacement test policy may also benefit students who take all tests, it is **NOT** designed as a buffer for the overall grade.

FINAL GRADE: The cumulative point total for the course is 700 points – tests: 400, homework: 100, final exam: 200. The following point scale will be used to determine your final grade:

Grade	Percentage Range	Points Needed	
A	$90 - 100\%$	630 or above	
A-	$88 - 89.99\%$	616 or above	
B+	$86 - 87.99\%$	602 or above	
B	$\mathbf{80 - 85.99\%}$	**560 or above**	*You must have a **B** in this course to proceed to Math 261.*
B-	$78 - 79.99\%$	546 or above	
C+	$76 - 77.99\%$	532 or above	
C	$70 - 75.99\%$	490 or above	
C-	$68 - 69.99\%$	476 or above	
D	$60 - 67.99\%$	420 or above	
F	$0 - 59.99\%$	0 or above	

NOTE: An "I" grade will not be given without the permission of the Department of Mathematics.

TESTING INFORMATION:

- Each test and the final exam must be taken online with a proctor. It is the student's responsibility to schedule the appointments for each proctored assessment. For this class, there will be two options for proctoring the exams: ProctorU and DETL.
- ProctorU is a remote proctoring service that allows you to schedule your exam time at any point during the exam window. ProctorU is more flexible than the DETL Lab, but it is a service the student is responsible for paying to use. To use ProctorU, you must have a computer (not a phone or tablet) with a webcam and high-speed Internet connection. Students using ProctorU will be allowed to bring a basic, four-function calculator and some sheets of blank scratch paper to the test – you must show the proctor both sides of the paper before the test and tear up the paper after the test. To schedule an appointment through ProctorU, please visit the website http://www.online.olemiss.edu/proctoru.html.

- DETL (Distance Education Testing Lab) is a **free** testing center on campus in the Jackson Avenue Center, Suite F. While testing at DETL is free, there are limitations to dates and times that are available to schedule an appointment to take an exam. To schedule an appointment through DETL, please see the following website: http://online.olemiss.edu/testschedule/index.html

   Note: DETL cannot assist you in making regional campus testing appointments. Please contact the regional testing centers directly to schedule regional campus appointments. See the contact information below:

Desoto: Twyla Loftiss	(662) 393-1674	twyla@olemiss.edu
Tupelo: Carrie Cannon	(662) 690-2017	ckcrouch@olemiss.edu
Booneville: Kim Gray	(662) 720-7781	kstevens@olemiss.edu
Grenada: LaTonya Pittman	(662) 227-2348	lspittma@olemiss.edu

   Please report to the testing center at least 10 minutes before your appointment with a valid Ole Miss ID, state issued driver's license, or a passport to take your exam. There will be no exceptions to this rule. Please contact DETL directly if there are issues or questions with forms of identification. If you are late to your testing appointment, then you must reschedule your testing appointment or use ProctorU.

If you do not show up for your exam or reschedule your appointment online at least two hours before the testing time, you will not be able to reschedule and I will be notified. Treat these appointments just as you would if you were testing with me.

ACADEMIC NEEDS:

The University of Mississippi is committed to the creation of inclusive learning environments for all students. If there are aspects of the instruction or design of this course that result in barriers to your full inclusion and participation, or to accurate assessment of your achievement, please contact the course instructor as soon as possible. Barriers may include, but are not necessarily limited to, timed exams and in- class assignments, difficulty with the acquisition of lecture content, inaccessible web content, and the use of non-captioned or non-transcribed video and audio files. If you are approved through SDS, you must log in to your Rebel Access portal at https://sds.olemiss.edu to request approved accommodations. If you are NOT approved through SDS, you must contact Student Disability Services at 662-915-7128 so the office can: 1. determine your eligibility for accommodations, 2. disseminate to your instructors a Faculty Notification Letter, 3. facilitate the removal of barriers, and 4. ensure you have equal access to the same opportunities for success that are available to all students.

CALCULATORS:

- Math 125 online students are allowed a basic, four-function calculator for the tests and the final exam. **NO SCIENTIFIC OR GRAPHING CALCULATORS ALLOWED!** An example of a basic, four-function calculator is pictured here. All these calculators do is add, subtract, multiply, and divide. If your calculator has trig functions, log/ln buttons, etc, it is NOT allowed.
- DETL provides calculators for student use during their testing session. ProctorU does not provide calculators.
- It is the student's responsibility to obtain the allowed calculator before the scheduled tests. Any questions regarding appropriate calculators must be handled at least 72 hours before the scheduled test.
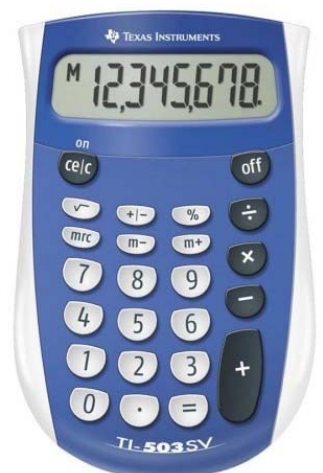
CHEATING: The following statement is the policy of the Department of Mathematics regarding cheating:

Offenses: Cheating on any exam or quiz; theft or attempted theft of exam questions; use of prohibited technology **(including cell phones or unapproved calculators)** on exams; possession of exam questions prior to the time for examination; shall all be offenses subject to appropriate penalties. . Furthermore, the presence of any mathematics (review tests, etc.) during tests shall be subject to the appropriate penalties.

Penalties: The penalty for commission of any offense set out above is a zero (0) on the assignment in question, and a recommendation of **failure** in the course to the Academic Discipline Committee. Furthermore, if you are found guilty of cheating, then the penalty could also include, subject to the approval of the Chancellor, dismissal or suspension from the University. Please note that any grade of zero (0) given for cheating will not be replaced if the Academic Discipline Committee does not follow the recommendation of course failure.

CLASS ATTENDANCE:

- Attendance will be taken based on work completed during the week. If no assignments are completed (or at least attempted) during the week, that will be considered an absence.
- You are allowed two (2) absences without penalty. After that, ten points (10) will be deducted from your final point total for each absence over the limit.
- *Attendance must be verified within the first two weeks of class or you will be dropped from the course. I will consider attendance verified if at least one assignment is completed or attempted within the first two weeks.*

WITHDRAWAL DEADLINE FOR FALL 2019 SEMESTER: Monday, March 2, 2020

After the Course Withdrawal Deadline, courses dropped will be recorded on University records and the grade of W will be recorded if the student is not failing the course at the time of withdrawal; otherwise, the grade of F will be recorded. After the course withdrawal deadline, a student may drop a course only in cases of extreme and unavoidable emergency, as determined by the academic dean. Dropping a course after the deadline will not be permitted because of dissatisfaction over an expected grade or because the student is changing his/her major.

COPYRIGHT AND FAIR USE STATEMENT:

• This policy sets forth the privileges of and restrictions on students, faculty, staff, and other users with respect to the computing and telecommunications systems offered by the University of Mississippi (UM). This policy is designed to protect the University community from illegal or damaging actions by individuals, either knowingly or unknowingly. Inappropriate use exposes the University to risks, including virus attacks, compromise of network systems and services, and legal issues. This policy directly addresses copyright issues related to illegal downloads and peer-to-peer file sharing.

M-BOOK SUMMARY:

The University of Mississippi is dedicated to supporting and sustaining a safe and scholarly community of learning dedicated to nurturing excellence inside and outside of the classroom. Each student has a duty to become familiar with University values and standards reflected in University policies, and each student has a duty to honor University values and standards reflected in University policies. These policies are outlined in the M Book. For a complete listing of policies, please visit the University Policy Directory.

STUDENT IDENTITIY POLICY AND PRIVACY POLICY:

- The University must abide by federal guidelines to verify the participation of online students. For all course types, including thesis, internships, labs, online courses, etc., the instructor must verify your participation based on some type of participation. This may include submission of an online assignment or other course related contact with the instructor. (However, simply logging into Blackboard will not count as an academically related activity.)
- Federal regulations, our accrediting agency (SACS) and university policies require that safeguards are used to ensure that the student who receives the academic course credit is actually the person doing the work. You will need to present your student ID before taking proctored exams and your instructor may verify your identity through live or virtual meetings, or by using an identity verification program.
- The University of Mississippi protects the privacy of all students, including online and distance learning students, through adherence to the Family Educational Rights and Privacy Act of 1974 (FERPA) through compliance with other institutional policies and procedures governing the management and security of protected information of faculty, staff, and students, and by outlining the expectations of privacy for the university community as regards to electronic information.

TUTORING:

Math tutoring is offered in the J.D. Williams Library Commons on the Ole Miss campus. The Commons is on the bottom floor of the Library. A desk worker is stationed near the reference desk and can point you in the direction of a tutor. Tutoring hours are listed below, along with a map of the 1st floor of the Library.

Monday – Thursday: 10am – 7pm
Friday: 10am – 2pm