

Purpose and Objectives of MAC 1105

It is our goal to use the 2.5 hours we have together each day to prepare you for success in MAC 1105 and your future math classes at UF. Hopefully, the study strategies you learn in MAC 1105 will help in your other courses as well. To attain this goal, instructors and students must meet the following requirements:

1. Instructors must present the curriculum of MAC 1105 in adequate depth and detail to prepare students who intend to continue into calculus.
2. Grades must be an honest reflection of students' knowledge so that they can choose majors accordingly. An A or B in MAC 1105 will indicate to a student that she or he is adequately prepared to continue with precalculus MAC1140. A grade of C indicates that a student "passed" MAC 1105 and will receive general education/Gordon Rule credit for the class. However, a C should not be interpreted as a predictor of success in higher-level math courses at UF. The grading scale listed in this syllabus will be strictly adhered to in all sections of MAC 1105.
3. Students must attend ALL class meetings and conduct themselves in a manner conducive to a good learning environment for all. This involves paying careful attention to lecture material, actively participating in class, and spending time outside of the classroom setting to master skills and concepts. Please respect the other students with your attitudes and actions in the classroom. Conversation that does not pertain to course material, using your cell phone or computer for nonacademic purposes, not participating in classroom discussion and lab time disrupt your instructor as well as other students in the room. If such behavior persists, a student may be excused from class until he or she has met with a coordinator and obtained a note permitting a return to the classroom. All quizzes missed for that reason would be scored as zero.”
4. Students must adhere to the University of Florida's policy on academic honesty. All quizzes, homework and exams are to be completed independently and no talking is permitted during testing. Violations of this policy will be handled according to university policy. (See last page)

Tutoring and Outside Help

We understand that in six weeks this course moves very quickly and you may need additional help to learn important concepts. There are many resources outside of the classroom to help you succeed in MAC 1105 and we encourage you to use them. Your instructor and the course coordinator have specific office hours to help you with the course material; you do not need an appointment to attend. The Teaching Center in SE Broward Hall (www.teachingcenter.ufl.edu) is also open each day to provide individual help with your homework and mathematics questions. Additional tutoring may be available through the Office of Academic Support (OAS). Details will be provided in class.

Please do not wait to take advantage of these resources. If you are having difficulty with the course, contact your instructor or the course coordinators as soon as possible.

Advising

Mrs. Smith and Ms. Jacobsen, the AIM mathematics coordinators, are available to discuss any concerns students may have regarding MAC 1105. Mrs. Smith will also advise students concerning future math courses. Office hours will be posted in class (see the first page of this syllabus).

Classroom Etiquette and Attendance

Please observe common rules of courtesy. Once inside the classroom, you should turn off all cellular phones and laptops. They may not be used during class time. **Attendance is required; you are expected to stay for the entire class.** Leaving early or arriving late without a pre-approved reason is a distraction to your classmates and the instructor.

Quizzes

A ten point quiz will be given eleven times during the semester as indicated on the calendar. Quizzes will include questions similar to lecture and homework problems. Your lowest quiz score will be dropped, leaving a total of 100 possible points that can be earned from quizzes.

Class Participation*

An important part of learning mathematics is to communicate clearly and precisely the steps taken to solve a problem. To provide practice, eight times during the semester the second class period will be devoted to actively working problems from previous lectures. Five points will be awarded each time in the form of worksheets, group work, or other activities at the discretion of your instructor for a total of 40 possible points.

Homework*

Homework will be assigned 16 times during the semester. These online homework assignments will be completed in [MyMathLab](#) and scored on the basis of 5 points for a total of 80 possible points. Homework will be started in the computer lab. Attendance in lab is required but assignments which cannot be completed during the class period can be finished later that day. You should be prepared to show complete solutions to your online homework problems. This will prepare you for quizzes and exams, as well as later math courses. You will need to bring paper or a notebook to class each day for this purpose.

***Attendance**

Attendance is required for both periods each day to earn full credit for homework and class participation. See the Make-ups section below in the case of excused absences.

Semester Exams

Three exams will be given during the semester. The exams will be administered in the evening from 7 – 8:30 PM as indicated on the calendar. The location of each evening exam will be announced by your instructor. Each exam is graded on a score of 0 to 80, for a possible 240 points of your grade total. . These exams are hand graded with partial credit (to help students prepare for the final exam, each test will also include some multiple choice questions). To earn credit, each student must show **clearly** on his or her exam paper the steps needed to arrive at the solution to a problem.

Final Exam

A two-hour comprehensive final exam will be given on Thursday, August 9. The final is a multiple choice test worth 100 points.

Calculator Policy

No calculators will be permitted on quizzes or exams. Problems will be of such a nature that a calculator will not be necessary.

Make-ups

In the case of illness or other extenuating circumstance that causes you to miss class or an exam, a written explanation and documented excuse must be presented to Ms. Jacobsen **as soon as possible** in order to schedule makeup work.

If you are participating in a University of Florida sponsored event, you must bring documentation to Ms. Jacobsen **before** the event.

There will be one five point review assignment available to all students at the end of the semester. This will contribute to the 120 point total for homework and class participation and will serve as a make-up in case of absence or a missed assignment.

Students with Learning Disabilities requesting accommodations must first register with the Dean of Students' office of Students with Disabilities. That office will provide documentation which must be turned in to a course coordinator in their office as soon as possible so that there is adequate time to make accommodations.

Grading

Your course grade will be based on 560 points accumulated as follows:

10 highest Quiz scores (up to 10 points each)	100
16 Homework scores (up to 5 points each)	80
Class Participation Points	40
3 Exam Scores (up to 80 points each)	240
Final Exam Score	<u>100</u>
TOTAL	560

The following table will be used to convert your points to the appropriate letter grade:

504 -- 560	A	90% - 100%
485 -- 503	A-	86.6% - 89.8%
468 -- 484	B+	83.6% - 86.4%
448 -- 467	B	80% - 83.3%
422 -- 447	B-	75.3% - 79.8%
395 -- 421	C+	70.5% - 75.2%
368 -- 394	C	65.7% - 70.4%
348 -- 367	* C-	62.1% - 65.6%
328 -- 347	D+	58.6% - 62.0%
308 -- 327	D	55% - 58.5%
Below 308	E	Below 55%

* Remember that **you must earn a C** in order to earn General Education Credit and to satisfy the Writing and Math Requirement (Gordon Rule). **A grade of C- does not satisfy those requirements.** Please see the following link for University of Florida grading policies in assigning grade points used to calculate your Grade Point Average (GPA):

catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx#grades

You may also discuss any questions about your grade with an advisor or the course coordinators, Mrs. Smith or Ms. Jacobsen.

Academic Honesty

Remember that when you enrolled at the University of Florida, you committed yourself to academic honesty by signing the statement:

“I understand that the University of Florida expects its students to be honest in all of their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with the commitment may result in disciplinary action, up to and including expulsion from the University.”

The Department of Mathematics expects you to follow the academic honesty guidelines, and follows university policy in case of a violation. A complete description of the judicial process is available in the Office for Student Services, P202 Peabody Hall and at the following link:

<http://www.dso.ufl.edu/sccr/honorcodes/honorcode.php>

We wish you success in MAC 1105!! Please see your instructor or the course coordinators if you have any concerns about course policies or your performance in this class.