MGF1107 COURSE SYLLABUS

Course Prefix/Number: MGF1107-50106  Course ID: adkins82438

Course Title: Mathematics for Liberal Arts II

Class Time and Location: Monday’s and Wednesday’s 2:00-4:40 P.M., Building 79 Room 178

Course Credit Hours: 3

Instructor Name and Contact Information: Ian Adkins iadkins@uwf.edu
Office: Building 4 Room 439
Phone: (850) 474-3045

Office Hours: Monday’s and Wednesday’s 12:00-2:00 P.M. and other times by appointment.

Course Description:
Presents topics that supplement those in MGF 1106 needed by elementary teachers. Intended for students in elementary education. Major topics: number theory, number systems and properties, linear and exponential growth, financial mathematics, voting techniques, graph theory, and history of mathematics – all taught with a problem solving approach. (Gordon Rule Course: Theoretical Math) and (General Education Course: MAT).

Student Learning Outcomes:
Upon successful completion of the course, students will be able to demonstrate the ability to
1. understand and use number theory, number systems, and properties
2. understand and use linear and exponential growth
3. understand and use financial mathematics (percents, simple and compound interest, credit cards)
4. understand and use voting techniques (methods and flaws)
5. understand and use graph theory (graphs, paths, circuits, and trees)
6. research specific topics from the history of mathematics and complete projects as assigned

This course is designated as a General Education course. The General Education curriculum at the University of West Florida is designed to provide a cohesive program of study that promotes the development of a broadly educated person and provides the knowledge and skills needed to succeed in university studies. This course has been approved as meeting the requirement in the Mathematics area. The General Education learning outcomes for this course are Problem-Solving and Quantitative Reasoning.

Topics Covered:
Number theory, number systems and properties, linear and exponential growth, financial mathematics, voting techniques, graph theory, and history of mathematics.

Textbook (required in hardcopy or via online access) Choose one of two options:

(1) The printed course textbook, Thinking Mathematically, 6th Edition (with MyMathLab access code) by Robert Blitzer (ISBN 9780321923233), available from the UWF Bookstore or from other textbook sources. CAUTION: Used textbooks will usually not contain the MyMathLab access code so please check before buying.

OR

(2) The MyMathLab (Standalone Access Code), 4th Edition, (ISBN 9780321199911), which includes online access to the Thinking Mathematically textbook, available from the UWF Bookstore or online (by credit card or PayPal) when registering for the class (see page 8).

MyMathLab is required in order to do the homework and quizzes. It includes the online textbook. Instructions for getting started with MyMathLab can be found later in this syllabus.
Grading/Evaluation:
The course score will be computed as follows:

- **MML Quizzes** ........................................5% (announced in class and due dates in MML)
- **Projects** ...........................................10% (assignment information posted in MML)
- **MML Homework** ....................................15% (Worth as much as a test! Due dates in MML)
- **Tests** ..............................................45% (Each test is worth 15%)
- **Comprehensive Final Exam** ..................25% (MANDATORY so don’t miss it!)

The course grade will be assigned according to the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
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<tbody>
<tr>
<td>A</td>
<td>93 and above</td>
</tr>
<tr>
<td>B-</td>
<td>80-82</td>
</tr>
<tr>
<td>C+</td>
<td>77-79</td>
</tr>
<tr>
<td>C</td>
<td>73-76</td>
</tr>
<tr>
<td>D+</td>
<td>67-69</td>
</tr>
<tr>
<td>D</td>
<td>60-66</td>
</tr>
<tr>
<td>F</td>
<td>Below 60</td>
</tr>
</tbody>
</table>

Note: **Absolutely no make-up tests or quizzes** will be given. Students are expected to adhere to the test schedule in this syllabus and must adjust their personal matters accordingly. If a student misses a test, then the instructor does not assign a score for the missed test. With approved documented justification from the student, the instructor will record the student’s final exam grade in place of the missed test score; otherwise, a zero score will be assigned. This arrangement is only available once per student per class. **Everyone must take the final exam.**

There are **NO opportunities for “extra credit” work for grade enhancement purposes.**

The final exam for this course is MANDATORY and must be taken by every student! See the course schedule for the date and time of your final exam. **Make plans now to be there.**

A note about receiving an incomplete in this course: A grade of Incomplete (I) will be given only if 70-75% of the course has been completed with a passing grade and the student is unable to take the final exam due to extenuating circumstances that are documented and approved by the instructor.

Important note about retaking this course: Starting Fall 1997, there is a significant repeat course surcharge for the third and subsequent times a student registers for a course; WR, W, and WF also count as attempts.

Attendance:
This is a General Education course for which regular attendance and participation is required. If you miss class or do not complete the attendance record or task, you are absent. Only those absences that are defined in the University class attendance policy will be considered excused absences ([http://catalog.uwf.edu/undergraduate/academicpolicies/general/](http://catalog.uwf.edu/undergraduate/academicpolicies/general/)).

Attendance will be taken at each class by roll call, signing or initialing an attendance sheet, or by the submission of a written assignment. If you leave before the end of class, and do not discuss it with the instructor, you will be considered absent.

If you need to miss class and feel that your absence should be excused according to the University attendance policy, it is your responsibility to email the instructor within 1 calendar week of the missed class. Please include any supporting documentation for your absence in this email. Any absences without timely email communication will be considered unexcused.
Students with 0, 1, or 2 unexcused absences will receive 3, 2, or 1 percentage point(s) respectively, to be added to their final grade, provided the student has at least a C- average. Students with 2 or more unexcused absences will be reported to their academic adviser. Students may receive at most 5 excused absences. All absences thereafter will be unexcused.

Withdrawal Policy:
Withdrawal of all courses (partial refund) deadline: 06/03/2016 (Automatic grade of W)  
Withdrawal of all or individual courses deadline: 07/18/2016 (Automatic grade of W)  
Late withdrawal of all courses deadline: 08/05/2016 (W or WF at instructor’s discretion, see the requirements below)  

Students who are requesting a late withdrawal from class, must have the approval of the advisor, instructor, and department chairperson (in that order) and finally, by the Academic Appeals committee. Requests for late withdrawals may be approved only for the following reasons (which must be documented):

1. A death in the immediate family.
2. Serious illness of the student or an immediate family member.
3. A situation deemed similar to categories 1 and 2 by all in the approval process.
4. Withdrawal due to Military Service (Florida Statute 1004.07)
5. National Guard Troops Ordered into Active Service (Florida Statute 250.482)

Requests without documentation should not be accepted. A request for a late withdrawal simply for not succeeding in a course, does not meet the criteria for approval and should not be approved.

Special Technology Utilized by Students:
- Use of any standalone calculator may be allowed during tests at the instructor’s discretion. It is highly recommended that the same calculator used while doing homework be used on tests. Sharing of calculators is not allowed during a test. You may never use a mobile phone or calculator software on your computer as your calculator during a test. You must show ALL work AND get the correct answer for full credit on any problem.
- MyMathLab is the publisher’s material to support this online course.
- All communications devices must be silenced during class. No electronic device of any kind that interferes with your attention during a lecture is allowed. This means that all cell phones, eBook readers, iPads, laptops, notebooks, netbooks, MP3 players, or any other electronic device must be turned off and put away during class time.

Attitude, Academic Conduct, and Plagiarism Statement:
The Student Code of Conduct (http://uwf.edu/offices/dean-of-students/office-of-student-rights-and-responsibilities/student-code-of-conduct/) sets forth the rules, regulations, and expected behavior of students enrolled at the University of West Florida. Violations of any rules, regulations, or behavioral expectations may result in a charge of violating the Student Code of Conduct. It is the student’s responsibility to read the Student Code of Conduct and comply with these expectations. The Student Handbook (http://uwf.edu/media/university-of-west-florida/offices/student-affairs/vp-office/documents/University-of-West-Florida-Student-Handbook-2015-8-15.pdf) contains the Academic Misconduct Policy, which defines various forms of academic misconduct and describes the procedures an instructor should follow when he or she suspects that a student has violated the Academic Misconduct Policy.
Assistance for Students with Special Needs:
The University of West Florida supports an inclusive learning environment for all students. If there are aspects of the instruction or design of this course that hinder your full participation, reasonable accommodations can be arranged. Prior to receiving accommodations, you must register with the Student Disability Resource Center (SDRC). Appropriate academic accommodations will be determined based on the documented needs of the student. For information regarding the registration process, email sdrc@uwf.edu or call (850) 474-2387.

Weather Emergency Information:
In the case of severe weather or other emergency, the campus might be closed and classes cancelled. Official closures and delays are announced on the UWF website and broadcast on WUWF-FM.
• WUWF-FM (88.1MHz) is the official information source for the university. Any pertinent information regarding closings, cancellations, and the re-opening of campus will be broadcast.
• In the event that hurricane preparation procedures are initiated, www.uwf.edu and MyUWF will both provide current information regarding hurricane preparation procedures, the status of classes and the closing of the university.

Emergency plans for the University of West Florida related to inclement weather are available on the following UWF web pages:
• Information about hurricane preparedness plans is available on the UWF web site: http://uwf.edu/offices/environmental-health-safety/weather-resources/hurricane-and-tropical-storm-preparedness/
• Information about other emergency procedures is available on the UWF web site: http://uwfemergency.org/

Financial Aid:
• In compliance with federal regulations, financial aid can only be disbursed to students whose attendance has been confirmed by the Instructor of Record during the designated period. Confirmed attendance is conducted by verifying classroom attendance. If a student has been approved for financial aid, funds will not be released until the instructor confirms attendance. To receive financial aid on the normal distribution timeline, student attendance must be confirmed within seven calendar days of the course start date. A student may review confirmed attendance status by using the "My Classes" app in MyUWF.
• A student who stops attending class for any reason will not automatically be withdrawn and will still be responsible for any missed work. A student who stops attending class may be awarded a grade of NF. This grade may affect financial aid eligibility or require repayment of funds awarded.

Class Preparation:
Participation in every class meeting is crucial for success in this course. Mathematics is a subject that requires explanation, discussion and practice for a mastery of the material; this cannot be achieved through reading the textbook or referring to homework examples alone. Missing class means missing valuable instruction and learning opportunities. Frequent absences will not be tolerated and will most likely result in an undesirable grade. Students are responsible for all material and information given in class and for understanding how to work the homework problems. You must arrive promptly and stay until dismissed.
Getting Help:

- **The primary source of help in this class will be the instructor.** Since personal contact is most effective, please use the office hours. Make an appointment for other times if you cannot meet during office hours. The instructor will answer email as soon as possible in the order received, but consider that assistance is difficult to render via email when compared with face-to-face interaction. Don’t give up on learning the material. The instructor is here to help you, but you must put forth the effort to learn.

- Mathematics and Statistics Tutoring Lab located in Bldg 4, room 321. Staffed by tutors Monday-Thursday 9:00 A.M. – 5:00 P.M., Friday 9:00 A.M. – 1:00 P.M.

- Academic Center for Excellence (http://uwf.edu/offices/equity-diversity-international-affairs/ace/what-we-do/)

- CAS Computer Lab located in Bldg 4, room 232 (computers to use for MML).

- MyMathLab contains the complete online version of your textbook with links to multimedia resources, such as video clips, PowerPoint slides, and practice exercises correlated to the examples and exercises in the text. You will use MML for your online homework. MML also generates a personalized study plan based on your results which links you to unlimited tutorial exercises for further study. This allows you to practice until you have mastered the skills. All the online homework and tutorial work you do is tracked in your MML Gradebook. Follow the instructions on the page 8 to register.

Important Contacts:

- **Pearson Education Customer Technical Support** – have course ID available
  Monday-Friday 11:00 A.M. -7:00 P.M. (Central Time) – 800-677-6337
  https://support.pearson.com/getsupport/s/ – be very specific as you describe your difficulty

- **UWF Helpdesk** – have course and section number available
  850-474-2075
  helpdesk@uwf.edu – be very specific as you describe your difficulty

Email:

When you email the instructor at iadkins@uwf.edu you must do the following.

- Properly identify the class you are in. This is best done by just putting the course, MGF1107, and the time you meet, 2:00 P.M., in your email.

- Never send an email without a meaningful subject.

- Include a signature that identifies you since your name may not appear in the “From” field.

- **Do not reply to messages that have nothing to do with what your email is about!**

- While working on MML Homework, use Ask My Instructor so all information is sent to your instructor about the question you need help on.
### MGF1107 TENTATIVE SCHEDULE

<table>
<thead>
<tr>
<th>Week Number</th>
<th>Week Start Date (Sunday)</th>
<th>Sections Covered/Tests</th>
<th>Comments</th>
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</thead>
</table>
| 1           | 06/05/2016               | **FIRST DAY OF CLASS:** Wednesday, 06/09/2016  
5.1 Number Theory: Prime & Composite Numbers  
5.2 The Integers; Order of Operations  
5.3 The Rational Numbers | Sign up for MML  
(use 14 day temporary access if necessary) |
| 2           | 06/12/2016               | 5.4 The Irrational Numbers  
5.5 Real Numbers & Their Properties; Clock Addition  
5.6 Exponents and Scientific Notation  
5.7 Arithmetic and Geometric Sequences | History Project 1 Assigned |
| 3           | 06/19/2016               | 7.1 Graphing and Functions  
7.2 Linear Functions and Their Graphs  
7.6 Modeling Data: Exponential, Logarithmic, and Quadratic Functions |          |
| 4           | 06/26/2016               | Review for Test 1 (only if time permits)  
**Test 1 on Wednesday, 06/29/2016**  
8.1 Percent, Sales Tax and Discounts  
8.3 Simple Interest | History Project 1 Due  
History Project 2 Assigned |
| 5           | 07/03/2016               | 8.4 Compound Interest  
8.8 Credit Cards | Independence Day on 07/04 |
| 6           | 07/10/2016               | 13.1 Voting Methods  
13.2 Flaws of Voting Methods  
Review for Test 2 (only if time permits)  
**Test 2 on Wednesday, 07/13/2016**  
14.1 Graphs, Paths, and Circuits |          |
| 7           | 07/17/2016               | 14.2 Euler Paths and Euler Circuits  
14.3 Hamilton Paths and Hamilton Circuits | History Project 2 Due |
| 8           | 07/24/2016               | 14.4 Trees  
Review for Test 3 (only if time permits)  
**Test 3 on Wednesday, 07/27/2016** |          |
| 9           | 07/31/2016               | Review for Final Exam (only if time permits)  
**Final Exam date to be announced** |          |

Grades are due at the Registrar’s Office by Tuesday, 08/09/2016 at 9:00 A.M.
Homework and *MyMathLab*
You will complete all homework and quizzes ONLINE on the *MyLab & Mastering* website using *MML*. You are responsible for being able to work the questions assigned for homework. Be sure you understand how to solve all questions and are able to show all steps in their solutions because test questions come from this homework. Continue to work on homework assignments until you earn a 100% for each section. Homework is due by each test date that covers that material. Homework questions completed after the due date will receive a 20% penalty. All homework for the semester must be completed by the last day of final exam week.

We can review only a few homework questions in class because of the aggressive lecture schedule. Use the *Help Me Solve This*, *Video Animation* tools, and the *Textbook* to assist you. If you still need help, use *Ask My Instructor* to send me an email or come see me during my office hours.

**IMPORTANT:** On the next page are the instructions for registering for *MyLab & Mastering* and *MML*. Complete this required registration as soon as possible so you can get started on your homework during the first week of class. If you cannot afford to obtain the Student Access Code during the first week, temporary access is available to *MML* for 14 days. Use this so you do not get behind in your homework.

*MyMathLab* is an interactive website where you can:

- Practice to improve your math skills.
- Study more efficiently. Create personalized study plans with exercises that match your book.
- Get help when you need it. Includes multimedia learning aids like videos and animations.
- Talk to a live tutor via a toll free number.

**What do I need to get started?**

1) **Valid email address.** If you don’t have one yet, contact ITS at (850) 474-2075 for a UWF student email address or set up a free account on a web site that offers this service, like GMail, Hotmail, or Yahoo.

2) **MyLab & Mastering Course ID.** The *MyLab & Mastering* course ID for this course is found at the top right of page 1 of this syllabus. This ID is unique for each course and section so please do not use an ID from another course or even from another section of the same course.

3) **Student access code.** You will find this on a card bundled with your textbook or, if it was not, you may purchase the Student Access Kit at the UWF Bookstore OR purchase online access with a credit card as previously described.
What steps do I take next?
In order to do homework you must register with MyLab & Mastering during the first week of the semester. Take the access card that was packaged with the text or access kit, review the section above one more time to verify that you have everything you need and then follow steps 1 – 6 below. Use your official UWF first and last name when registering.

1) Go to pearsonmylabandmastering.com in your web browser.
2) Under Register, click Student.
3) Enter the Course ID from the upper right-hand side of page 1 of this syllabus exactly as shown and click Continue. DO NOT use the Course ID for another course. Your course information appears on the next page. If it does not look correct, contact your instructor to verify the Course ID.
4) Sign in with an existing Pearson account or create an account:
   a. If you have used a Pearson website before, enter your Pearson username and password. Click Sign in.
   b. If you do not have a Pearson account, click Create. Write down your new Pearson username and password to help you remember them.
5) Select an option to access your instructor’s online course:
   a. Use the access code that came with your textbook or that you purchased separately.
   b. Buy an access code using a credit card or PayPal.
   c. If you are unable to purchase an access code, get 14 days of temporary access (look for a link near the bottom of the page).
6) Click Go To Your Course on the Confirmation page. Under MyLab & Mastering on the left, click MGF1107-50105/50106 to start your work.

Retaking or continuing a course?
If you are retaking this course or enrolling in another course with the same book and edition, be sure to use your existing Pearson username and password. You will not need to pay again.

To sign in later:
1) Go to www.pearsonmylabandmastering.com and click Sign in.
2) Enter your Pearson account username and password and click Sign In.
3) Under MyLab & Mastering on the left, click MGF1107-50105/50106 to start your work.

The first time you enter your course from your own computer and anytime you use a new computer, click the Installation Wizard or Browser Check on the Announcements page. After completing the installation process and closing the wizard, you will be on your course home page and ready to explore your MML resources! Note: the software may already be installed in the school lab. Check with your lab administrator.

Need help?
Contact Product Support at http://www.mymathlab.com/student-support for live CHAT, email, or phone support.