

# Math-M105 At A Glance – Spring 2021

Welcome to IUK's Math-M105 Course! This document has the most commonly needed information. Further details on course policy and procedures can be found in your syllabus.

## Lecture Instructor Contact Information:

Name: Amy Cole

Office: KO 081a

Phone: 317-385-5060

Email: [amrcole@indiana.edu](mailto:amrcole@indiana.edu)

Zoom ID: 938 0529 2638

Lecture CRN: 28693

Class Days: Mon / Weds

Time: 4 – 5:15 pm

Room: KO 080

**Office Hours:** Office Hours Held by Appointment on Zoom

**MyMathLab Course name:** Math-M105 Cole 28693 MW 4pm Spring 2021

**MyMathLab Technical Support:** 1-800-677-6337

## Required Course Materials:

**MyMathLab Access Code:** MyMathLab (MML) computer website access is required for this course

**Textbook:** Algebra for College Students, Robert Blitzer, 8<sup>th</sup> Edition (physical copy or online option)

**Remote Learning:** Internet access, Webcam and microphone

**Calculator (Recommended):** TI-83, TI-83+, TI-84, TI-84+

**Prohibited Materials:** Computer Algebra Systems (CAS) that solve problems for you are prohibited. Thus TI-89, TI-NSpire, CAS calculators, cell phone apps, and “math help” websites **are not to be used**.

**Grading:** The following scheme will be used to calculate your final grade

**NOTE: To be eligible for a grade higher than D-, you must achieve a final exam score of 60% or higher.**

Grade component:	Weight:	Weighted Average:	Letter Grade:
3 Unit Tests (15% each)	45% of final grade	90% to 100%	A (A+ if over 98.4%; A- if below 91.5%)
Final exam (required)	30% of final grade	80% to 89%	B (B+ if over 88.4%; B- if below 81.5%)
MyMathLab HW average	5% of final grade	70% to 79%	C (C+ if over 78.4%; C- if below 71.5%)
MyMathLab quiz average	10% of final grade	60% to 69%	D (D+ if over 68.4%; D- if below 61.5%)
Graded Homework average	10% of final grade	Below 60%	F

## Course Structure:

- **Lecture:** This course will be in person (on campus) and online. Students with a **Monday** Math Lab Session will meet in person (on campus) on that day and join the class synchronously online through Zoom on **Wednesday**. Students with a **Wednesday** Math Lab Session will meet in person (on campus) on that day and join the class synchronously online through Zoom on **Monday**.
- **Math Lab Session** meets once a week in the Math Computer Lab (KO 054)
- **Online MyMathLab (MML) homeworks** are typically due at the beginning of every lecture.
- **Online MyMathLab quizzes** are typically due once a week, but are only made available once you have completed the associated MML **homeworks to a score of 90%**. You must complete the homework to be able to access and complete the quizzes.
- **Graded Homework** sheets are physically printed, completed, scanned and submitted to your instructor via canvas, typically once a week (alternating with MML quiz due dates).
- There are three unit exams and a cumulative final exam.
  - **Unit Test #1 Date: Feb 15/17**
  - **Unit Test #2 Date: Mar 15/17**
  - **Unit Test #3 Date: April 12/14**
  - **Final Exam: May 3/5**
- **Withdrawal Dates:** With automatic W: March 22      Last Day to W: April 26
- **Additional Resources:** This course includes a personalized website and YouTube Channel where you will access all of your Lecture Notes, Handouts, Tutorial Videos etc.
  - **Cole's World of Mathematics Website:**  
<http://www.professcole.com>
  - **Cole's World of Mathematics YouTube Channel:**  
<http://www.youtube.com/c/ColesWorldofMathematics>

### MyMathLab Quizzes

- There will be twelve on-line quizzes during the semester.
- At the end of the semester, your **two lowest quiz scores will be omitted**, and the quiz average will be the average of your scores on your ten highest quizzes.
- You are permitted to make two attempts on each quiz, but if you make a second attempt it must be before the due date. The best score of the two attempts will be used for your grade.
- The work on the quiz should be yours alone. Please do not ask the lab tutors or your classmates for assistance.
- To be able to access the quiz, you must achieve a score of 90% or higher on each of the homework assignments covered by the quiz. The start date/time of the quiz will be after the homework assignments covered on the quiz are both due.
- There will be **NO extensions on due dates** for the quizzes without written medical or legal documentation. Plan your work accordingly.
- **If you fail to complete a quiz on time, your score will be 0. NO EXCEPTIONS!**
- Use the “MML Quizzes and Tests” link in the left navigation pane to open the assignment.

### Graded Homework

- There will be 12 required paper and pencil exercise sets assigned and collected for a grade. The assignments and due dates will be posted through your Math-M105 Canvas site.
- At the end of the semester, your **two lowest Graded Homework scores will be omitted**.
- It is your responsibility to print, complete, and submit each assignment on time. Be sure to **DOWNLOAD** the document before printing so all of the math symbols will display correctly.
- Graded Homework must be scanned **as a SINGLE PDF document** and submitted via the same assignment in Canvas
  - Images of your homework may be taken with a cell phone, BUT the pictures must be of **sufficient quality** that all steps and work can be easily read. Unreadable submissions will not receive full credit.
  - Be sure to take the picture with the camera **parallel** to the sheet of paper so as to not create a “Star Wars” scrawl.
  - Suggested phone apps to take pictures/convert to PDF are:
    - Microsoft Office Lens
    - Google Drive for Android: Click on multicolored + in bottom right of corner, then choose the scan option
    - iPhone Note: open a note or create a new one, press the + and scan
  - Tutorial Videos for Converting your Graded Homework to a PDF file:
    - For Android Phones: [https://youtu.be/ast6tx\\_M9IM](https://youtu.be/ast6tx_M9IM)
    - For Apple Phones Using a Website: <https://youtu.be/SQna1Y2p3Ww>
    - For Apple Phones Without Using an App: [https://youtu.be/it-PEajU0\\_c](https://youtu.be/it-PEajU0_c)

### Exams

- The three unit exams will be taken in the Math Lab during your regular Math Lab time (following the lecture period for that day).
- The test problems will be similar to those on the on-line homework, strongly recommended textbook exercises, skill practice sets and graded homework assignments.
- You will be permitted to use a TI-83, TI-83 Plus, TI-84 or Ti-84 Plus Calculator during the test.
- Calculators accessed through a mobile device (cell phone, tablet, etc) will **NOT** be permitted.
- You may **NOT** use your book or any notes during the test.
- You should show your work clearly to allow for partial credit.

### Exam Make-Up Policy

- If you know that you cannot attend class when a test is scheduled, you should contact your instructor in writing (by email) at least two weeks in advance to make alternative arrangements for taking the test.
- If you miss a test with no advance notice for a valid reason (e.g. due to illness), you must contact your instructor within 24 hours of the test. At the instructor’s discretion, a make-up test may be offered. All make-up tests must be completed before the graded tests are returned to the rest of the class.
- If you miss a second test, you will be required to provide a documented reason for your absence in order to make-up the missed test. Without such documentation, your score for the missed test will be 0.
- After making arrangements for a make-up test with your instructor, it may be necessary for you to contact the IU Kokomo Testing Center at 765-455-9395 to schedule a time for the test.