

MGF1106 Liberal Arts Mathematics

Fall 2022 Section 70

Instructor: Pam Weeks
Phone: (352) 746-6721 x6163
Credit Hours : 3

Office: C4-201D
E-mail: weeksp@cf.edu
Course Location : Online

Office Hours:

Office Hours	In C4-201D	In C4-201D	Online
Monday	8:30 am – 9:30 am	11:00 am – 12:00 pm	
Tuesday		11:00 am – 1:30 pm	
Wednesday	8:30 am – 9:30 am	11:00 am – 12:00 pm	7:00 pm – 8:00 pm
Thursday		11:00 am – 1:30 pm	

The best way to reach me is by email. Please allow 24 hours for a response Monday morning through Thursday afternoon and up to 48 hours for a response Thursday evening through Monday morning. Scheduled holidays may extend the response time.

Course Description: This course is designed for students whose majors do not require courses in Statistics, College Algebra or Pre-Calculus. MGF1106 is not designed as a prerequisite for other mathematics courses. This course covers many mathematical skills including systematic counting and probability, statistics, geometry, sets and logic. Some topics related to the history of mathematics are also included in the course. This course counts toward the Gordon Rule mathematics requirement for the A.A. degree. Gordon Rule applies.

Textbook: Thinking Mathematically 7th edition by Blitzer

REQUIRED: Thinking Mathematically MyMathLab access code

You do not need to buy a hard copy of the book. The textbook is online on the MyMathLab website. When you buy your access code you will have access to the textbook online. You will link to our course through Canvas. **See the Getting Started module in Canvas to link to MyMathLab.** Because we are linking through Canvas you will not need a course ID.

Evaluation will be based on the following percentages:

Homework:	15%
Quizzes:	15%
Tests:	70%

Grading Scale

Letter Grade	Percentage
A	90% and above
B+	87%-89%
B	80%-86%
C+	77%-79%
C	70%-76%
D	60%-69%
F	59% and below

Canvas - This course uses Canvas to post course materials. Go to [MyCF \(mycf.cf.edu/ICS/\)](http://mycf.cf.edu/ICS/), login, click on the Academics tab, and follow the link to Go to Canvas. If you are not familiar with Canvas, you may access a self-tutorial by hovering over the Courses tab in Canvas and clicking on the Getting Started in Canvas course. Additional Canvas tutorials can be found under the help menu in the upper-right corner of your Canvas page. If you have any questions or encounter any problems logging on to Canvas or within the system, contact the Distance Learning Help Desk Monday through Friday, 8 a.m.-4:30 p.m. (fall and spring hours), or Monday through Thursday, 7:30 a.m.-5:30 p.m. (summer hours), at dlhelp@cf.edu or at 352-854-2322, ext. 1317. You may also use the 24/7 Canvas help desk by clicking the Help link in the upper right corner of Canvas.

Student Responsibilities / Course Requirements

All of the coursework will be completed in MyMathLab. You will access practice problems, homework problems, quizzes and tests in MyMathLab. You may work ahead if you wish. Assignments must be completed by the due date. Plan ahead, some sections may take longer than others so don't wait until the due date to start working on assignments. No late assignments will be accepted. Your lowest two homework grades and lowest two quiz grades will be dropped at the end of the semester. If you miss a test or your fourth test grade is better than one of your first three tests, your grade on the comprehensive test 4 can replace the lowest score of your three tests. This means your test 4 would count twice. You must take the final test.

MyMathLab is a computer program. If you do not answer in the format it is expecting, your answer may be marked wrong, even if it is equivalent to the expected answer. If this happens in your homework, you can answer the question in the correct format on your next attempt. If this happens on a quiz or a test, please email me the question number and I can overrule the program and give you credit if your answer is correct. Read the directions carefully, the question will tell you how to round your answer and if you do not round correctly, you will be marked wrong.

Ask for help when you need it. You can use the Ask My Instructor button for help on a specific homework problem. My answer to your question will go to the email address you enter in MyMathLab.

You can also get help from the CF math tutors virtually.

Look for weekly announcements on Canvas and MyMathLab. There will also be a couple of discussion questions on Canvas during the semester.

Required Assignments

1. For each assigned section students will complete the media assignment for the section.
2. Students will complete the assigned online homework for each section.
3. Students will complete an online quiz for each chapter.
4. Students will complete three tests which will be online but must be proctored.
5. Students will complete a comprehensive final test (Test 4) which will be online but must be proctored.

1. Using MyMathLab, you should complete the media assignment for the section. The media assignment may include links to the book, videos, PowerPoint presentations. This is the “lecture part” of the class. Spend time studying these media assignments before doing your homework. There are practice problems at the end of each section (the answers to the odd problems are worked out in the Student Solutions Manual) as well as online.
2. Each section will have assigned homework problems. These problems are online and will be checked as you finish each problem. You can use the help on MyMathLab to do these problems. If you get a problem wrong you can try a similar problem and work until you get that problem type correct. You can retry homework problems until the due date. You can review your completed homework from your Gradebook. From there, you can work on similar problems for extra practice. At the end of the semester your two lowest homework scores will be dropped.
3. There will be an online quiz for each chapter. The quiz problems will be similar to homework problems. You will not have the help buttons available when taking a quiz. You do not have to finish the quiz in one sitting, you can leave the page and come back to it later and your answers will be saved. To turn the quiz in you must hit Submit. The quiz must be completed before the questions are graded. You will have two attempts at each quiz and the better grade will count. If you use the second attempt you will need to do the whole quiz over, not just one particular problem. The problems will be similar but probably not exactly the same. Each quiz must be completed by the due date. You can review your completed quizzes from your Gradebook. When you are reviewing a quiz you will have the Help Me Solve This button available. Use this to help you find where you may have made a mistake before attempting the quiz again. At the end of the semester your lowest two quiz scores will be dropped.
4. The three tests will be proctored tests administered through Honorlock or at a testing center on campus. Each test is password protected; the proctors will enter the password for you. Each test will have a time limit and must be finished within that limit. You must finish the test in one sitting; you may not leave the page and come back to it later. The tests will be in MyMathLab but will be password protected. Make arrangements ahead of time to be sure you can test on the day you want. You will have one attempt at each test. The questions on the test will be similar to those you have worked for homework and quizzes. You may use your calculator on every test.
5. There will be a comprehensive test (Test 4) at the end of the course. Test 4 will be a proctored test taken through Honorlock or in the testing center. The test is password protected; the proctors will enter the password for you. You must take the final test. If you miss a test or your grade on test 4 is better than one of your first three tests, your grade on the final can replace the lowest score of your three tests. This means your test 4 grade would count twice. You may use your calculator on every test.

No make-up work will be given unless there is an emergency or prior approval has been given by the instructor. In such an event, you must notify your professor before the exam or item is due unless the emergency prohibits it and you will be asked to bring proof of the emergency. A make-up exam must be taken within one week of the original exam date unless the emergency prohibits it. While you do not need to disclose personal details, let your professor know as soon as possible if something is preventing you from participating online or completing work.

** This course requires 4 proctored assessments, in order to verify student identity assessments are proctored online through Honorlock or at a CF Testing location. Fees for online proctoring using Honorlock generally range between \$5 per assessment or \$10 per course. If you plan to take a proctored exam online, you will be required to have a computer with Google Chrome, webcam and microphone, as student identity must be verified on proctored quizzes and tests.

- For assistance with scheduling a proctored exam at a CF testing center or to help you locate another testing center, please call 352-291-4419, ext. 1430, 1332, or 1468 (Ocala Testing Center). For assistance with online proctoring after you have contacted your instructor, please contact E-Learning at 352-854-2322 ext. 1317 at least two weeks prior to your requested test date.

Testing Center Information

- Testing Center hours are located at CF.edu/Testing. Your instructor is required to make advanced preparations before you schedule your exam, so contact your instructor at least two weeks in advance regarding testing accommodations.
- Register for all testing by creating a CF username and password for the testing center. This can be done at home or at the testing center; the link is CF.edu/MyTests. This is required to take any tests and only needs to be created once. The username and password created will be used for all tests taken at any of the CF campus testing centers.
- The **Ocala Testing Center**, call 352-291-4419 for an appointment. The Ocala Testing Center is located on the second floor of the Student Bryant Union in Room 205.
- For the **Citrus Campus Testing Center**, call 352-249-1213 for an appointment. The Citrus Campus Testing Center is located in C4-109.
- For the **Levy Center Testing Center**, call 352-493-9533, ext. 2113, for an appointment. Stop at the front desk for further directions.

The testing center will require a photo ID.

CALCULATOR RULES DURING PROCTORED EXAMS

A calculator may be used during the exam.

Calculators that are able to transmit data wirelessly are not allowed.

All graphing calculators may be subjected to a memory reset before every exam.

No cell phones or wi-fi enabled device may be used at any time.

For this class, your attendance is verified based on **completing an assignment in MyMathLab.**

Non-attendance does not constitute withdrawal from this course. It is the student's responsibility to complete the withdrawal forms by the appropriate date.

For emergency campus closings (natural disasters, etc.) call 352-291-4499 or 800-831-9244 or check our website www.CF.edu.

MGF1106 Schedule

All media assignments, homework and quizzes for each test must be done by the test due date.

Assignment	Due Date	Chapters
Orientation	8/18	
Test 1	9/15	9, 10, 12
Test 2	10/20	1,3
Test 3	12/1	2,11
Test 4	12/8	All

Assignments must be completed by the due date. All assignments are due by 11:59 pm on the due date. Plan ahead, some sections may take longer than others so don't wait until the due date to start working on assignments.

Due to unforeseen happenings, it may be necessary for the course assignment schedule to be altered. The instructor will always strive to be fair about any changes.

Learning Outcomes

Quantitative and Analytical Reasoning: The student will understand and apply mathematical and scientific principles and methods.

1. Perform accurate computations using order of operations with and without technology.
How Measured: Quiz/Test
2. Identify and organize relevant information and complete the solution of an applied problem.
How Measured: Quiz/Test
3. Interpret and communicate understanding of visual representations of data.
How Measured: Quiz/Test
4. Demonstrate mathematical number sense and unit sense.
How Measured: Quiz/Test

The College of Central Florida is committed to helping you succeed and achieve your academic, personal and career goals. There are a wide range of resources and support services available to you. When you connect to resources and support systems on campus early, you are much more likely to be successful in your classes and complete your path more quickly. One example is through an Early Support Program, where you may receive an email indicating your professor or advisor is reaching out directly to help connect you to support services. This may include connecting you to tutoring, financial support, psychological support services, and disability services just to name a few. Be aware, you can also reach out to these services on your own as well. Additionally, we offer free tutoring, disability services, a testing center, and many other resources which are all available to you. [Please refer to the College Resources, Dates, and Policies document in your Canvas course to learn more about these supports and policies.](#)