

# MGF1106.73 Syllabus - Spring 2023

**Jennifer Duncan**

**Note: This is an online course that has no Zoom meetings. Use the resources in the multimedia library to learn the lessons. You are welcome to work ahead of schedule.**

**Required Materials:** Make sure to get the MyMathLab access code on or by the first day. Your first assignment is due soon. This is the assignment I use for attendance verification.

Thinking Mathematically; Blitzer, 7th ed.

**ISBN 9780135903575**

## **I. Course Information**

Course Title: Liberal Arts Mathematics

Course No. and Section: MGF 1106.73

Instructor Name: Jennifer Duncan

Credit Hours: 3

Course Location: Online

Meeting Dates: \*This course/section has no Zoom meetings

Office Location: 2-207 (Ocala) & 214F (Levy)

Office Hours: See below

Telephone No.: (352) 854-2322 ext. 1254

Email: [duncanj@cf.edu](mailto:duncanj@cf.edu)

Office Hours:

Monday: 12:30-2pm 2-207 Ocala + 3:30-4:30pm in 7-111 + 1 Virtual hour 7-8am

Tuesday: 11:00-2pm 214D Levy + 1 Virtual hour 7-8am

Wednesday: 12:30-3pm 2-207 Ocala + 1 Virtual hour 7-8am

Thursday: No office hours

## Extended Emergency Closure

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

## II. Course Description

### MGF 1106—Liberal Arts Mathematics (3)

This course is designed for students whose majors do not require courses in Statistics, College Algebra or Pre-Calculus. MGF 1106 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.

<b>Required:</b>	MYMATHLAB/access code	<b>Optional Materials (Text):</b>	THINKING MATHEMATICALLY(LL)-W/MYMATHLAB
<b>ISBN #:</b>	<b>ISBN:</b> 9780135903575	<b>Author of Text:</b>	Blitzer
<b>Required Materials:</b>	MYMATHLAB access code and a scientific calculator		
	*Please have your access code on the first day. It can be purchased at either the bookstore or from Pearson directly.		

**Calculator:** A specific calculator is not required for this course, although any calculator capable of basic operations will suffice. I recommend the TI-30XS *Multiview*. This is an inexpensive calculator that will serve you well in MGF 1107, MAT 1033, MAC 1105, and STA 2023. **You may not use your phone as a calculator during the tests.**

**\*Getting caught using your phone during a test is considered cheating. Honorlock can detect when a mobile device is being used and they notify me right away with documentation. If this happens, you will be referred to the academic integrity program for cheating, a grade of 0 will be applied to the test, and a grade of FF will appear on your transcript until you complete the academic integrity program.**

**Note: All tests are online, but must be proctored. We use Honorlock here at CF, but you are welcome to use any of the CF testing centers. I do not give out passwords. Please read instructions about Honorlock if you plan to use it. Either the testing admin at the testing center or at Honorlock will input the password. Do not e-mail me for passwords.**

**Course ID: Not needed, log in through Canvas. In Canvas, click on our class, then on “MyLab and Mastering”, then follow the prompts.**

### **III. Student Learning Outcomes/Course Objectives**

*The following list offers students a consistent way to see how CF’s global learning outcomes are assessed in each class. This is for information purposes only and does not change the grading system used in this class. Only those learning outcomes relevant to this course are included below.*

#### **Learning Outcomes & How Measured**

**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, Exam, and Classroom Activity

2. Identify and organize relevant information and complete the solution of an applied problem.

How Measured: Quiz, Exam, and Classroom Activity

3. Interpret and communicate understanding of visual representations of data.

How Measured: Quiz, Exam, and Classroom Activity

4. Demonstrate mathematical number sense and unit sense.

How Measured: Quiz, Exam, and Classroom Activity

## HOW THE COURSE WORKS:

1. Students will log in to CANVAS from the CF web portal or [http://www.cf.edu/distance/\(Links to an external site.\)](http://www.cf.edu/distance/(Links to an external site.))
2. After logging in to CANVAS, click on "MyLab and Mastering" at the top of the left side of the screen and then follow the prompts. Here you either enter your access code you purchased or buy an access code directly to register for Pearson. IF you cannot afford to purchase the access code right away, you can still register and get a temporary code which will last for 14 days. The access code will give you access to an e-book, videos, and powerpoints, homework, quizzes, and tests.
3. Once registered in **MyMathLab/Coursecompass**, students use the learning resources in MyMathLab (MML) such as the e-book, videos, PowerPoints, watch animations (if available) provided, etc. (located in MML by clicking the Multimedia Library tab) to do the homework, quizzes, and tests in the assignment section of MML. If additional help is needed to understand the concepts, students can use **ASK A TUTOR OR ASK MY INSTRUCTOR** link in the homework problems or use on campus resources.
4. After attending/viewing the Zoom lecture, do the assigned homework. Homework can be done an infinite number of times to achieve mastery before taking quizzes.
5. After completing and practicing the homework, you are ready to take the accompanying quiz. Each quiz can be done, at most, three times. Your highest quiz grade is used in the calculation of your overall grade.
6. After reviewing your quizzes and homework, take the practice test. The practice tests are very similar to the actual tests.
7. After taking and reviewing the practice test at least once, take the actual test.

To **take a test**: Click on "Honorlock" in Canvas, not in MML. You will be prompted to answer a few questions from Honorlock before the test starts.

#### **IV. Assessment**

**Attendance: (Lecture Only)** Attendance will be taken daily via Zoom, but does not count toward your final grade. Students who attend class regularly tend to perform better. Each student is required to attend all class meetings. Attendance is required for all tests and **there will be NO make-up tests**. Non-attendance does not constitute withdrawal from this course. It is the student's responsibility to complete the withdrawal forms by the appropriate date.

**Homework:** Students have unlimited attempts on the homework and practice problems. Only the highest homework score counts toward the grade. Only homework and practice problems completed prior to the due date will receive credit.

**Quizzes:** Students have three attempts for each quiz. Only the highest quiz score counts toward the grade. Only quizzes completed prior to the due date will receive credit.

**Tests: (Online/Hybrid Students)** This is an Online class that requires proctored testing. Honorlock is recommended, but you may test at a CF testing center with an appointment. Passwords are only given to testing administrators. Students have one attempt at each test. There are practice tests for each test that can be done an infinite number of times that will help you prepare for each test and do not count for or against you. Your lowest test grade, not including the final, will be dropped. There are no make-ups for tests.

**Final Exam:** The final exam is mandatory.

**Disclaimer:** Due to unforeseen happenings, it may be necessary to alter the course assignment schedule. I will always strive to be fair about any changes.

## **Grading Breakdown:**

<b>Exams:</b>	70%
<b>Quizzes:</b>	20%
<b>Projects:</b>	0%
<b>Homework:</b>	10%
<b>Attendance:</b>	0%

**Grades:** Final grades will be based on the overall percentage of the course

<b>A</b>	<b>100% - 90%</b>
<b>B+</b>	<b>89% - 87%</b>
<b>B</b>	<b>86% - 80%</b>
<b>C+</b>	<b>79% - 77%</b>
<b>C</b>	<b>76% - 70%</b>
<b>D</b>	<b>69% - 60%</b>
<b>F</b>	<b>59% - 0%</b>

Make-up policy: 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.

## **V. Course Schedule/Outline**

### **Tentative Schedule:**

Week	Topic
Week 1	Introduction
Week 2	Chapter 1
Week 3	Chapter 1
Week 4	Chapter 2
Week 5	Chapter 2
Week 6	Chapter 2
Week 7	Chapter 2
Week 8	<b>Test 1: Chapters 1 &amp; 2 (Due by 2/5 at 11:59 p.m.)</b>
Week 9	Chapter 3
Week 10	Chapter 3
Week 11	Chapter 3
Week 12	<b>Test 2: Chapter 3 (Due by 3/5 at 11:59 p.m.)</b>
Week 13	Chapter 9
Week 14	Chapter 9
Week 15	Chapter 10
Week 16	Chapter 10
Week 17	Chapter 10
Week 18	Review for Test Chapters 9 & 10
Week 19	<b>Test 3: Chapters 9 &amp; 10 (Due by 4/2 at 11:59p.m.)</b>
Week 20	Chapter 11
Week 21	Chapter 11
Week 22	Chapter 11
Week 23	Chapter 11
Week 24	Chapter 11
Week 25	Chapter 12
Week 26	Chapter 12
Week 27	Review for test Chapters 11 & 12
Week 28	<b>Test 4: Chapters 11 &amp; 12 (Due by 5/2 at 11:59 p.m.)</b>

Final Exam

**Final Exam: Due by 5/3 at  
Midnight**

**\*All quizzes and homework are also due by 5/3 at 11:59p.m. There are no extensions. Unattempted/unopened assignments are graded**

**Note: You are welcome to take any test before or on the due date, but not after.**

**Attendance Verification for Financial Aid:** Attendance Verification is submitted each semester, generally in the third week of the term. Federal Student Aid requires that attendance is based on academic attendance or attendance at an academically-related activity. For this class, **your attendance is verified based on completion of first assignment in MyMathLab.** Please contact me if you complete your first assignment AFTER I submit attendance verification.

*Tutoring is free for CF students:*

Mathematics Lab,            Building 7, Room 106    352-854-2322, ext. 1259

Learning Support Center Building 3, Room 101    352-854-2322, ext. 1246