Marshall University
Syllabus

Course Title/Number	**MTH 121 Syllabus – Concepts and Applications**
Semester/Year	Spring 2018
Days/Time	Online
Location	Web
Instructor	Laura L. Stapleton
Office	Smith Hall 720
Phone	304-696-4334
E-Mail	stapleto@marshall.edu
Office/Hours	By Appointment
University Policies	By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy be going to www.marshall.edu/academic-affairs and clicking on "Marshall University Policies." Or, you can access the policies directly by going to http://www.marshall.edu/academic-affairs/?page_id=802 Academic Dishonesty/ Excused Absence Policy for Undergraduates/ Computing Services Acceptable Use/ Inclement Weather/ Dead Week/ Students with Disabilities/ Academic Forgiveness/ Academic Probation and Suspension/ Academic Rights and Responsibilities of Students/ Affirmative Action/ Sexual Harassment
Disability Policy:	Marshall University is committed to equal opportunity education for all students, including those with physical, learning and psychological disabilities. University policy states that it is the responsibility of students with disabilities to contact the Office of Disability Services (ODS) in Prichard Hall 117 (304.696.2467) to provide documentation of their disability. Following this, the ODS Coordinator will send a letter to each of the student's instructors outlining the academic accommodation he/she will need to ensure equality in classroom experience, outside assignment, testing, and grading. The instructor and student will meet to discuss how the accommodation(s) requested will be provided. For more information, access the website for the Office of Disabled Student Services: http://www.marshall.edu/disabled.

Course Description: From Catalog

Critical thinking course for non-science majors that develops quantitative reasoning skills. Topics include logical thinking, problem solving, linear modeling, statistics and probability, exponential and logarithmic modeling, and financial concepts. This course carries a Critical Thinking (CT) designator. Students who complete MTH 121B will receive 4 hours of CT credit towards their general education requirements.

Required Texts, Additional Reading, and Other Materials

1. Students are required to purchase MyMathLab ISBN #9780134702780. You can purchase MyMathLab from the MU Bookstore, directly from Pearson publisher (cheaper), or from sites on the Internet. You can sign up for temporary access even if you haven't purchased your materials. (See HOW TO REGISTER IN **MYMATHLAB** Step # 5).
2. A physical textbook is not needed unless you desire one as there is an ebook within the MyMathLab license. If you would like to purchase the textbook, you can do so at the MU Bookstore of from sites on the internet. The textbook for the course is: Jeffrey O. Bennett and William L. Briggs, Using and Understanding Mathematics, Sixth Edition. ISBN# 9780321914620.
3. Students are required to be able to use a scientific or graphing calculator for the course.
4. Access to a computer with Internet access to reach MuOnline/Blackboard.

Course student learning outcomes	**How outcomes will be practiced**	**How outcomes will be assessed**
Students will analyze real-world problems quantitatively, formulate plausible estimates, assess the validity of visual representations of quantitative information, and differentiate valid from questionable statistical conclusions. Students will apply the **quantitative thinking** skills that they learn to analyze problems dealing with finance and exponential growth and decay.	Online activities, Discussion Board, and homework.	Exams and projects
Using **metacognitive thinking**, students will evaluate the effectiveness of their project plan or strategy to determine the degree of their improvement in knowledge and skills.	Online activities, Discussion Board, and homework.	Exams and projects
When students apply **integrative thinking**, they will make connections and transfer skills and learning among varied disciplines, domains of thinking, experiences, and situations.	Online activities, Discussion Board, and homework.	Exams and projects
Students will formulate focused questions and hypotheses, evaluate existing knowledge, collect and analyze data, and draw justifiable conclusions as they apply **inquiry-based thinking**.	Online activities, Discussion Board, and homework.	Exams and projects
Students will demonstrate their **communication fluency skills** to present their research to specific audiences. Each student will work on short projects on a variety of topics to be determined by the instructor.	Online activities, Discussion Board, and projects.	Projects and Discussion Board activities

Attendance Policy

There is absolutely no requirement that you come to campus. You can communicate with me via email. All exams are timed and taken online.

Tutoring Facilities

- The Department of Mathematics offers a free tutoring lab for Marshall students enrolled in mathematics courses. The tutors can help with all classes up to MTH 231. No appointment is necessary; just stop in and ask for a tutor. The lab location and tutoring hours are:

  Smith Hall 625: Monday through Thursday - 10am to 4pm and 5:00pm to 6:30pm. Friday - 10am to noon. The lab will open on the second week of classes, beginning August 28 and running through the end of the semester. The lab is not open during finals week.

- The University College Tutoring Center in the Communications Building (second floor Smith Hall) has tutors who are available for free, by appointment. Additional information can be found at http://www.marshall.edu/wpmu/uc/tutoring-services

Grading Policy

A student's grade is assessed by the following percentages earned from each of the categories below:

Category	**% of Grade**
Exams (4 @ 15%)	60%
Homework	10%
Comprehensive Final	15%
Critical Thinking Activities/Project	10%
Discussion Board	5%
	100%

The Mathematics Department uses the following grade scale for all classes:

90 – 100	=	A
80 – 89.99	=	B
70 – 79.99	=	C
60 – 69.99	=	D
Below 59.99	=	F

COURSE POLICIES: All exams and the Final can be found in MyMathLab.

- All assessments (all exams and the Final) are **open book/open notes**.
- All assessments (all exams and the Final) are timed. When the timer runs out, the assessment will close. So, please pay attention to the time.
- All Exams have twenty-five questions worth 4 pts. each. You will have **one** attempt and 3 hours for each. (I don't think it you will need this length of time, but I wanted to give you plenty of time.)
- The Final Exam will be comprehensive and has twenty-five questions worth 4 pts. each. You will have **one** attempt and 3 hours to it. (Again, I don't think it will take you this long, but wanted you to have plenty of time.)
- On the day of a deadline, make sure you start the exam/final with enough time to finish before the deadline at 11:59pm. **It is your responsibility to finish the module BEFORE the deadline. If the exam closes because you ran out of time, that is not a reason to reopen. So, budget your time appropriately.**
- All exams and the final are meant to be completed in one setting. If you get kicked out due to a storm, loss of internet, etc., you will be able to log back in but the counter will not stop. If there are any rare and unusual circumstances, please email me and be able to provide documentation.
- **Late Penalty.** All MyMathLab assignments (homework, exams, and the Final) must be received by the due date for maximum credit. Any homework or exam that is received within one week of the due date can still be submitted but will receive a 20% penalty that is automatically deducted. There is no option to turn in the Final Exam late. The due date for the Final **is the last day of Final's week**. This is different from other exams, which have a due date on Sunday. Please make note of this difference. This is the latest day/time that material can be submitted.
- **Excused absences** – Absences, which last one or two days can be turned in to me. Any absence three days or longer must be submitted to the Dean of Student Affairs (Office: Memorial Student Center 2W38). Examples of excused absences are: death in the family, university sport or activity absence, illness with a physician's excuse, etc. Once the excuse is approved, then the missing material can be submitted for full credit.
- **Unexcused absences** - If you do not have a university excused absence, any incomplete material will not be re-opened and will earn a grade of 0.
- You do not have to work on the **Study Plan**, if you see references to it in MyMathLab.
- **You have one attempt on each exam and the final. Make it your best effort.**

CRITICAL THINKING COURSE OBJECTIVES: (Critical Thinking – Quantitative Thinking; Information Literacy; Communication Fluency.) This course will focus on domains of Critical Thinking as a basis for understanding and interpreting mathematical topics that will enable students to develop the quantitative reasoning skills that they will need for college, career, and life. There will be several Critical Thinking activities within the course which allow you to synthesize the material. Due dates will be announced.

Technical Requirements/Support

For minimum hardware/software requirements please see:
http://www.marshall.edu/muonline/hardwaresoftwarecheck.asp

- Be sure to run the free web browser tuneup: http://www.marshall.edu/muonline/support/tuneup.asp
- You will need to have several plugins (software) installed on your computer. These plugins are all free. You will need Real Player and Flash Player to experience the streaming video and audio clips that are part of the course. You can easily check your computer to see if you have these programs (and if you don't install them for free), by clicking on this link: http://www.marshall.edu/muonline/support/plugin.asp
- If you have technical problems, please go to the Help Desk: http://www.marshall.edu/muonline/technicalfaq.asp

TECHNICAL SUPPORT
SERVICE DESK HOURS – Located in Drinko Library on the Main MU Campus
Monday - Thursday: 24 Hours
Friday: 8:00AM - 6:00PM
Saturday & Sunday: On Call Only (Calls received will be returned within 4 hours)
(304) 696-3200 Huntington calling area
(304) 746-1969 Charleston calling area
(877) 689-8638 Toll free, outside the Huntington/Charleston calling areas
http://www.marshall.edu/inforesources
itservicedesk@marshall.edu

NEED HELP WITH MyMathLab?

- Visit www.mymathlab.com/get-registered for helpful videos, FAQs, System Requirements
- Or, visit their 24/7 Technical Support site at http://247pearsoned.custhelp.com.

HOW TO REGISTER IN MYMATHLAB

The below procedure indicates how you can link your Blackboard course with the MyMathLab course that I have created. You need to do this once; after that, you will only need to sign in to Blackboard in order to reach MyMathLab.

Notes

- You will not need to enter a MyLab & Mastering course ID during registration. If you are prompted for one, then you are not registering correctly. Make sure that you first log in to Blackboard and then access the Pearson course, as described in the following procedure.

How to register for MyMathLab course:

These are the basic steps you will take to link their accounts and register for the MyMathLab access.

1. Log in to the Blackboard course.
2. Click the **MyMathLab** folder on the main page of our course.
3. Click **MyMathLab Course Home**

   The first time you access the MyLab course through Blackboard, you are prompted to sign in and register. You must sign in with your Pearson account's username and password. If you do not have a Pearson account, you can create one as part of the registration process.

   After signing in or registering, the student payment options appear.

5. **You can choose to:**

- Redeem a MyMathLab access code that you have already purchased with your book bundle.
- Purchase access with a credit card
- Request temporary access so they can pay later. **If for any reason you do not have your course materials, choose this option. It will allow you to work from Day 1 of the course!**

After this one-time process, you can go to the MyMathLab Information folder (in the Blackboard course) to launch your MyLab course materials. I have put several links in this forlder so you can go directly to homework or tests, etc. After linking your accounts, you will never be prompted to sign in to MyLab & Mastering again from within Blackboard.

Course Schedule

Each week, a folder will open up in Blackboard which contains a list of what must be accomplished during the week. This list will include both MyMathLab **AND** Blackboard material.

This following schedule outlines the folder that you should look in within Blackboard and order that the MyMathLab material will be covered. All material for the week is due by Sunday at 11:59pm.

For example, any assignments from Blackboard an MyMathLab during the week of Monday, 1/8 are due on 1/14/18 (Sunday) at 11:59pm. If you miss the due date, you can still turn in the

Blackboard or MyMathLab assignments within one week (1/21/18 at 11:59pm) but you will receive a 20% penalty. After the Late Penalty date has passed the assignment is worth 0 points. All weeks have a Sunday deadline EXCEPT the Final which has a due date of Friday, May 4th, the last day of Final Exams.

Week:	**Review this folder in Blackboard for all (MyMathLab and Blackboard) assignments. Folder opens @12:01 am. Go to:**	**MyMathLab Material that will Be Covered during the week. Note: Other Blackboard assignments may be assigned within the folder.**	**Due Date for all of the week's material (Both Blackboard and MyMathLab). Due @ 11:59pm on:**	**Late Penalty (20%) for homework and exams completed before this date @ 11:59pm:**
1	Week of 1/8/18	2A, 2B	1/14/18	1/21/18
2	Week of 1/15/18	3A, 3B	1/21/18	1/28/18
3	Week of 1/22/18	3C, 3D	1/28/18	2/4/18
4	Week of 1/29/18	**Exam 1**, CT #1, 4A	2/4/18	2/11/18
5	Week of 2/5/18	4B, 4C	2/11/18	2/18/18
6	Week of 2/12/18	4D, 4E	2/18/18	2/25/18
7	Week of 2/19/18	5C and **Exam 2**	2/25/18	3/4/18
8	Week of 2/26/18	6A, 6B, CT #2	3/4/18	3/11/18
9	Week of 3/5/18	6C, 7A	3/11/18	3/18/18
10	Week of 3/12/18	7B, 7C	3/18/18	3/25/18
11	**Spring Break – No Classes**			
12	Week of 3/26/18	7E, and **Exam 3**	4/1/18	4/8/18
13	Week of 4/2/18	8A, 1A	4/8/18	4/15/18
14	Week of 4/9/18	1B, 1C	4/15/18	4/22/18
15	Week of 4/16/18	1D and **Exam 4**	4/22/18	4/29/18
16	Week of 4/23/18	**Optional Practice Final**	4/29/18	5/4/18
Finals Week	Week of 4/30/18	**Final Exam**	5/4/18 Friday, not the usual Sunday deadline!	**There is no late option for the Final.**