



Syllabus: Math for Business and Social Sciences-Online

Course Number: MATH 1324.1W1

Semester & Year:

Instructor Information

Name: Stephanie Carpenter

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Office Hours: TBD

Required Textbook/Supply Information

If you plan to only take this math course OR this course and Business Calculus in the same semester:

MyMathLab (also called MyLab Math) **standalone** access card w/eText for Barnett's *College Mathematics for Business, Economics, Life Sciences, and Social Sciences, 14th edition*.(18 week access)

ISBN- 9780135904060

There is also a 24mo access you can purchase:

MyMathLab **standalone** access card w/eText for Barnett's *College Mathematics for Business, Economics, Life Sciences, and Social Sciences, 14th edition*.(24 month access) **ISBN- 9780134880464**

Cost \$80-\$130 depending on which option you buy and where you purchase it.

The access code can be purchased in the TC bookstore(ask for it at the front counter) or online through the MyMathLab website when you sign up on MyMathLab(MyLab Math). It is **COURSE SPECIFIC** so make sure you are purchasing the correct access code if you don't get it when you sign up.

*You may purchase the access code directly from Pearson when you sign up for the course in MyMathLab. When you are registering, an option will come up to either enter an access code(purchased from the bookstore) or pay with a debit/credit card(I recommend the 18wk option). **There is also a link on the same screen to get 2 weeks temporary access if you need it. That link is at the bottom of the screen.**

****Textbook is NOT required, only MyMathLab is required****

The courseID you will need for MyMathLab is TBA

A graphing calculator is required –a **TI-84 is preferred** but a TI-83 will be sufficient.

You may also want access to Microsoft PowerPoint to view some of the lessons, if needed. All students have access to Microsoft Office for free which includes PowerPoint. They are located in MyMathLab under the **Notes/Important Information** tab. This is also where you will find all the class notes, worked out reviews, and several videos of assignment problems worked out for you to view. Some videos are also posted in the homework for you to view.

Link: [How to Get Microsoft Office for Free](#)

Free Tutoring @ Texarkana College: Virtual or on campus

<https://texarkanacollege.libcal.com/>

Student Learning Outcomes for the Course

Upon successful completion of this course, student will:

1. Apply elementary functions, including linear, quadratic, polynomial, rational, logarithmic, and exponential functions to solving real-world problems. Graph polynomial, logarithmic, and exponential functions.
2. Solve mathematics of finance problems, including the computation of interest, annuities, and amortization of loans.
3. Apply basic matrix operations, including linear programming methods, to solve application problems.
4. Demonstrate fundamental probability techniques and application of those techniques, including expected value, to solve problems.
5. Apply matrix skills and probability analyses to model applications to solve real world problems.

Student Requirements for Completion of the Course and Due Dates

Homework: Homework assignments are to be completed using MyMathLab (MML). You will receive full credit for assignments turned in by the due date @ 11:59pm. You can work on your homework assignments at various times until the due date has passed. You do not have to complete an assignment in one sitting.

Assignments not completed by the due date will be recorded as a zero. No late work will be accepted. At the end of the course your lowest 3 homework grades will be dropped and will not count towards your homework average. I will also offer 1 “make up” test at the end of the course.

Tests – All chapter tests will be taken online at home using a lock-down feature in MyMathLab. Tests must be completed in one sitting and will be timed but you will be given a sufficient amount of time to complete each test. **Tests are due by 8:00pm** on the assigned due date. I will offer an optional “make-up” test at the end of the course. There will be a total of 5 chapter tests as follows:

Test 1: Chapter 2

Test 2: Chapter 3

Test 3: Chapters 4,6

Test 4: Chapters 7,8

Test 5: Chapter 15

There is no comprehensive Final Exam. Chapter 15 Test counts as the final exam.

*NOTE: Calculators are allowed and encouraged on all work.

Student Assessment

You have the opportunity to earn points in the following 2 areas. Your final grade will be determined by the corresponding percentages.

(1) Homework	20%
(2) Chapter Tests	80%

Final Grade = $0.20 \times \text{homework average} + 0.80 \times \text{chapter test average}$

Grading Scale

A	90-100	B	80-89	C	70-79	D	60-69	F	59-below
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Class Schedule

See your course on MML for due dates and assignments as well as the posted course schedule.

Important Class Information READ THIS!!!!

Homework assignments must be completed by the due date @ 11:59pm of each week they are assigned for credit. Assignments not completed by the due date will be recorded as a zero. Students have **unlimited** attempts to complete each assignment before each due date. Homework assignments are located under the “Assignments” button on your MML dashboard. You can also find them on your MML calendar. After 3 attempts, select “similar exercise” for a new question. You can keep doing this as long as you would like until the due date has passed or the desired grade is achieved. Some questions do not allow 3 attempts, but you can still select “similar question” to try a new problem.

Chapter Tests may be taken at home, are timed (approx. 80 minutes per test but will vary), and involve restricted access while you are taking them. **All tests are due by 8:00pm** on their due date. **Please do not try to go to any assignments, pages, or press the “back” button on your browser** because it will lock you out of the test and you will have to inform me so I can give you access again. I will not always be available to do this for you (especially if you wait until the last minute to test) and you will receive the grade you earned up to that point. Just stay on the test page and you should be fine. ☺ You may take a chapter test as soon as you see it posted in MML. **You do not have to wait until the due date to take your test.** Tests are also located under “Assignments” on your MML dashboard. Reviews for each test can be also found on MML under the “Assignments” button and will be labeled as a quiz. Reviews are for practice only and don’t affect your grade but are HIGHLY recommended. The Review lets you know **EXACTLY** what is on the Test.

***All due dates are final so please don’t ask for extra time. It is your responsibility to make sure your work is completed and tests are taken by the due date.**

The links you will need to use for this course on your MML dashboard are “Course Home”, “Assignments”, “Notes/Important Information” and “Gradebook”. All other items in MML are optional for you to use, but use all of it that you need to be successful.

Calculators will be allowed on any course work.

Class Policies

Correspondence: Initial **Correspondence** from the instructor will be given through the student’s Texarkana College email account. Please check your email regularly. After the course has begun and the student is registered in MyMathLab, **announcements will be posted in MML and also sent to the email account you used to register with MyMathLab.** **I strongly encourage you to register in MyMathLab with your TC email.**

Academic Integrity: This college assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct, including academic honesty. **The principle of academic honesty is that all work presented by you is yours alone.** You are required to complete all work independently unless otherwise instructed- no excuses or exceptions.

Academic dishonesty, including but not limited to cheating, plagiarism, collusion, or falsification of records shall be treated appropriately, including the possibility of being dropped from the course with a grade of "F." Please refer to the Texarkana College Catalog and Student Handbook for more information. Texarkana College will utilize as necessary, technology programs/software to ensure academic honesty. This policy applies to any TC course taken on or off campus. This information can be found in the Student Handbook at <https://texarkanacollege.edu>.

Class Behavior(face-to-face class): There will be a **zero-tolerance** policy for any behavior that is a disruption to classroom learning. This includes any use of vulgar language or rude behavior toward the instructor or any other student in the class. This also includes disruptive cell phone/camera/microphone usage during class. Please be considerate of others who are trying to learn by exercising appropriate

behavior within the class environments. A student may be dropped from the course for violating these or any other classroom policies.

A student may be **dropped** from this course for any of the following reasons:

- (1) Missing **2** major tests
- (2) Missing **2** or more weeks of assignments
- (3) Any breach of conduct (see Student Handbook)

Absentee Policy

Texarkana College's absentee policy allows instructors to withdraw a student from a course due to excessive absences.

Faculty members **are not** obligated to provide opportunities for students to make-up missed assignments and tests as a result of a student's absence from class. Experience demonstrates that regular attendance enhances academic success. As such, students are expected to attend each meeting of their registered courses.

A student should not stop attending a class without formally withdrawing from the course by the institutions published Last Day for Students to Drop. If a student stops attending class after the published Last Day for Students to Drop, the student **may** receive a grade of "F" in the class. The instructor will submit the last date of attendance for students receiving a grade of "F" or "W".

Withdrawal from a course(s) **may** affect a student's current or future financial aid eligibility. Students should consult the Financial Aid Office to learn both short and long term consequences of a withdrawal.

Online/Hybrid Course Absences

Absence in an **online course** is defined as the lack of an active post or submission within the course including discussion board posts, written assignments, and tests. This standard will be used to determine all absentee issues, including but not limited to, 12th Day Census Reports, last date of attendance, and involuntary withdrawal from a course due to absences. All online students must complete an **Enrollment Verification** activity within the first week of class (activity depends upon the professor); otherwise the professor **may** drop the student for not having attended. **Our Enrollment Verification Activity is the first assignment.** Students must complete at least one activity in their online class per week. **Each week in which a student does not complete an activity(assignment) will be counted as an absence. (For attendance purposes, the week is Monday-Sunday)**

Excused Absences

A student's absence due to school trips and/or school business will not be counted against a student's allowable number of absences. Military duty and absences for Holy Days (FBD LEGAL) are covered in a separate section of the catalog and the student handbook. These are the only excused absences that are considered by Texarkana College. Responsibility for work missed for any absence is placed on the student. Instructors are required to allow students to make up work missed if the absence is due to military duty* or religious holy days when students follow the correct notification procedures. Instructors are not required to allow students to make up work for absences due to other reasons.

Maximum Allowable Absences

After official registration, the following number of unexcused absences will be the maximum allowable before a student **may** be dropped from the class. For a three hour 8-week Online Academic class, an instructor may withdraw a student from a course if student absences exceed more than one week of online assignments. Which means, students are allowed 1 absence for a 5-week online summer course. Attendance is counted once per week and runs Monday through Sunday. Students may be dropped from class for excessive absences. **Each week in which a student does not complete an assigned activity(assignment) will be counted as an absence.**

Make-up Policy

There will be **NO MAKE-UP EXAMS** for major tests. Any test missed will be recorded as a zero. **However, at the end of the course, I will allow ONE make-up/re-take for any test except Ch 15.** Any student missing

2 major tests may be dropped from the course. Students may have the homework due date extended for excused absences only (See excused absences above).

Disability Act Statement:

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blase at 903.823.3349, or go by the Recruitment, Advisement, and Retention Department located in the Academic Commons(Library) building for personal assistance.

If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

Financial Aid:

Attention! Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

Computer Requirement Policy:

Students are required to have a computer with Internet access for classes. The computer must be an actual computer – smart phones, iPads, Androids, Chromebooks, etc., are not acceptable substitutes because they lack software compatibility necessary to complete all assignments and tests. Financial costs for the necessary equipment and internet access are the responsibility of the student.

Students needing to purchase a computer may do so through the Texarkana College Bookstore. Systems purchased through the bookstore meet or exceed all requirements, are competitively priced, and may be purchased using financial aid funds. If the system is purchased through another source, it is the student's responsibility to ensure the system meets all requirements.

Computer systems requirements:

- Webcam, microphone, and speakers or headphones(for OOS courses)
- Windows 10 or a recent version of Mac OS (minimum Sierra). Windows 10 S mode is not supported
- Hardware capable of running Microsoft Teams (free download) for OOS and supports multi-media playback
- Support for Chrome or Microsoft Edge – Note: Firefox, Safari, or other browsers may not work on all TC applications
- Able to run Microsoft Office which will be provided free to TC students
- Adobe Reader or another PDF viewer
- Antivirus software such as Windows Defender or another 3rd party anti-virus solution
- The Respondus Lockdown browser may be used for taking tests; therefore, the system must be capable of running this software. Most newer systems that meet other specifications should work.

Students should regularly backup content to prevent loss of coursework due to hardware failure. Backup copies of documents and other coursework may be placed on OneDrive cloud storage. OneDrive is included free of charge for all TC students.

A list of Internet service providers can be found on the TC website at:

<https://www.texarkanacollege.edu/coronavirus/>.

Alternate Operations during Campus Closure

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, Texarkana College may need to move to altered operations and course delivery methods. During this time, Texarkana College may opt to continue delivery of instruction through methods that include but are not limited to: online

learning management system (Jenzabar or Moodle), online conferencing through TEAMS, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor Texarkana College's website (www.texarkanacollege.edu) for instructions about continuing courses remotely, instructor email notifications on the method of delivery and course-specific communication, and Texarkana College email notifications for important general information.

Online math classes can be very challenging, so I encourage you to work hard and don't wait until the last day to complete your assignments. It is A LOT of work but you can be successful!!

The instructor reserves the right to amend the syllabus as needed.

Any student who has difficulty affording groceries or accessing enough food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in this course or ability to remain in school, is urged to contact Tonja Blasé, Director of Student Retention, at 903-823-3349 for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources that they may possess.