MATH 107: MATH IN SOCIETY (ONLINE)
SPRING QUARTER 2015
(Section X1: Item #5776)

PROFESSOR: L. Gutierrez
E-MAIL: lourdes.gutierrez@wwcc.edu
VOICE-MAIL #: (425) 640 – 1339, ext. 7066
[E-mail is the BEST way to reach me!]

CONSULTATION: by appointment only (via Canvas Chat)
CANVAS SITE: https://wwcc.instructure.com/

COURSE INFORMATION
- This course is worth 5 credits.
- Math 107 emphasizes mathematical reasoning, mathematical habits of thought, mathematical decision-making, mathematical communication, and the use of mathematical symbols, techniques, and computations.
- Topics include proportional reasoning, mathematics of personal finance, probability, descriptive statistics, and growth and decay models (linear and exponential).

PREREQUISITE
A grade of C or higher in MATH 78E, a satisfactory placement score, or permission by the Mathematics Department is required to enroll in this course.

COURSE MODE
This is an online course. Classroom time is replaced by content and activities that take place in a managed online classroom (via Canvas). Contact hours are flexible. Assignments and communication can take place at home or any place with a computer and Internet access. Exams will be administered in the campus Testing Center or an approved/certified testing center.

CANVAS & TECHNOLOGY HELP
* If you have a question regarding how to do something in Canvas:
  visit the Canvas Student Guide at http://guides.instructure.com/m/4212
* For general questions, contact eLearning:
  E-mail: elearning@wwcc.edu
  Phone # (Mon – Fri, 8 a.m. – 5 p.m.): (509) 527 – 4331
  Phone # (after 5 p.m., Monday – Friday): (509) 522 – 2550 ext. 4336
* For help with the Canvas platform:
  E-mail (anytime): canvashelpdesk@wwcc.edu
  Phone # (during business hours): (509) 524 – 5145
* For technology help, contact the Helpdesk:
  E-mail: helpdesk@wwcc.edu
  Phone #: (509) 527 – HELP (4357)
  Online wikis: http://wwcc-helpdesk.wikispaces.com/

INTENDED LEARNING OUTCOMES
- Communicate mathematics both verbally and on paper
- Work in groups and individually to solve problems using critical thinking and problem solving skills
- Use estimation and substantiate their reasoning

REQUIRED TECHNICAL SKILLS
1) The ability to save files in commonly used word processing program formats, like Microsoft Word or PDF.
2) The ability to copy and paste.
3) The ability to work on two (or more) browser windows simultaneously.
4) The ability to use spreadsheet programs.
5) The ability to maneuver on the internet and Canvas.
6) The ability to upload and download files within Canvas and email.
7) The ability to take a screenshot and save it as a jpeg or PDF.
8) The ability to submit and display picture files within the Canvas pages.
9) The ability to create hyperlinks for use in Canvas.

* Modifications to this syllabus may be made throughout the quarter.
REQUIRED MATERIALS & TECHNOLOGY

1) **Computer with internet access.** You must have convenient, reliable, daily access to a computer with internet connection. Your computer must also be equipped with an appropriate internet browser, plug-ins, and software applications that are compatible with the course materials within Canvas: Microsoft Word, Flash, Java Plug-in, Adobe Acrobat Reader, Real Networks RealPlayer, Microsoft Media Player, etc.

2) **School e-mail account.** You must use your own e-mail account (not shared with anyone else). Make sure your password is up-to-date.

3) **Textbook:** *Using and Understanding Mathematics: A Quantitative Reasoning Approach*, 6th edition, by Jeffrey Bennett and William Briggs. We will be covering selected sections from chapters 2 – 9. The hard-copy textbook is all you will really need for this course.

   **Textbook Options:**
   
   **OPTION #1:** printed textbook purchased from online websites, *price varies*  

   **OPTION #2:** e-textbook 180-day rental from coursesmart.com, **$79.99**  

   **OPTION #3:** MyMathLab - College Level bundle from the bookstore, **$102**  

   This bundle contains a digital copy of the book as well as access to video lectures, practice tests, and a student solutions manual.  

   **NOTE:** We will NOT be using MyMathLab for homework. MyMathLab will only be used for the e-textbook.

   If you choose OPTION #3, you must then register in MyMathLab:
   2. Under “Register,” click on “Student.” Then click “Ok! Register now.”
   3. Enter the Course ID: gutierrez99179, and then click “Continue.”
   4. If you have previously used MyMathLab for another course, enter your username and password now. If you have not used MyMathLab previously, click “Create” to create a username and password.
   5. Now you will be asked to either purchase an access code or enter the access code that you have already purchased.
   6. You are now registered in MyMathLab and can begin reading through the textbook, watching video lectures, or taking practice tests.

4) **Calculator:** A scientific (or basic) calculator is required and may be used during proctored exams. Graphing calculators (TI-83+ or TI-84+) are optional and can be used during proctored exams.  

   **NOTE:** All students must download a free, open-source calculator emulator (of the TI-84+). Details will be available in Canvas. Each week, you will be instructed to utilize new functions of the TI-84+ as they coincide with the chapter topics. Some weeks, you may be using the emulator/calculator more extensively (i.e. the chapters involving money, finance, probability, and graphing). Practice makes perfect! As the weeks progress, so too will your calculator skills. On some quizzes or tests, you may be asked to specify which particular keys you have to press on the calculator in order to solve certain problems. Be prepared to be quizzed on the graphing calculator at any time throughout the quarter.

5) **Notebook for note taking and working out problems.** Treat this class as you would any other math class. Take notes in a notebook while reading the book or weekly supplements. Practice your homework problems in your notebook.

INSTRUCTOR COMMUNICATION & E-MAIL

Be sure to check your e-mail and/or Canvas Conversations *at least* once a day for announcements regarding this course. E-mail is also the **best** way to contact me. When e-mailing me, please ensure that you include the course name (“Math 107”) as the subject heading in your e-mail. Content (math-related) or class procedural questions should be posted to the Homework Discussion Board so that everyone benefits from the answer. Personal or grade-related questions should be sent to my e-mail… I check my e-mail every day and will respond to inquiries within 24 – 36

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hours. I check e-mail less frequently over the weekends, so if you e-mail me during the weekends, you may not get an immediate response (it may take 36 – 72 hours over the weekend this quarter).

* Troubleshooting course assignments, web-links, and PDFs within Canvas: If something is not working within Canvas, please let me know as soon as possible so that I can fix it! For example, if you cannot access/view an assignment (and you get the notice that it is “restricted” or unavailable, when you know it should be available), please e-mail me! If there are web-links or supplemental readings that you cannot access, please let me know.

* Troubleshooting E-mail Feedback: I am very quick to respond to student e-mails/questions. If you e-mail me and do not receive a response within 2 days, consider the following:

1) Check that you have e-mailed the correct address: lourdes.gutierrez@wwcc.edu
2) Verify that your e-mail was sent (check the “Sent Mail” folder). Resend the e-mail.
3) Check your Spam/Junk Mail folder. If you are using a non-WWCC account, it may be filtering important school messages from the inbox.

* Grading Feedback: If you receive less than 100% for any assignment, I will always offer feedback (especially if there is no answer key). I believe that students can improve upon their mistakes and succeed in a class when the instructor offers consistent, timely feedback. To view instructor feedback for any assignment, you must access the assignment in “Grades” for more details.

* Voicemail: I do have a voicemail number; however this is not the best way to contact me. I seldom check voicemail, since I rarely receive phone messages. If you hope to contact me, e-mail is the most efficient way.

* Appointments: This quarter, I will not be on campus at all. Please e-mail me if you’d like to schedule a chat session via Canvas Chat. On the other hand, if you’d like to take advantage of free math-tutoring, see below:

**TUTORING OPTIONS**

<table>
<thead>
<tr>
<th>Location: Room 244 in the main building</th>
<th>Location: upstairs in the Mezzanine</th>
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<tbody>
<tr>
<td>Monday – Thursday 7:30 a.m. – 6:30 p.m.</td>
<td>Monday – Thursday 9:30 a.m. – 2:30 p.m.</td>
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<tr>
<td>Friday 7:30 a.m. – 4:30 p.m.</td>
<td>Friday 9:00 a.m. – 1:30 p.m.</td>
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* eTutoring: If you can’t make it to the tutoring center in person, eTutoring is a free service offered to all WWCC students. They offer free math assistance 24 hours a day, 7 days a week. For more information, visit: [https://www.etutoring.org/login.cfm?institutionid=242&returnPage=](https://www.etutoring.org/login.cfm?institutionid=242&returnPage=)

**HOMEWORK, READING, NOTE-TAKING & STUDYING**

This course is designed solely around the textbook, additional readings, and the TI-83/84 calculator. It is expected that online students will spend 10 - 15 hours per week studying and working on Math 107 material. Reading the textbook, working through the example problems, and completing assigned homework sets are crucial for success in this course. You must follow deadlines. You must read the book. Reading the instructor’s notes will help, but they should not be the only thing you read! Additional readings are meant to supplement the chapters (to give you a better understanding of the concepts and to offer a sense of real world connection). Do not ignore the additional readings and web-links. They may contain additional information (not contained in the textbook), and are subject to testing. NOTE: All course materials/topics are “fair game” for testing/quizzing purposes. Be sure to take good notes when reading the book or additional materials.

Homework will not be turned in for credit. However, homework is the best way to become proficient in math and is exceedingly important for passing this course. This is not a self-paced course. There is an assignment/deadline schedule for you to follow. This will help you keep up with the weekly tasks and homework assignments. It is expected that you will spend an adequate amount of time working on the assigned problems. The book examples are self-explanatory, and the instructor notes will give you hints for solving the chapter problems. Remember, everything contained in this book applies to math in society, so many of these topics may be useful to you later on in life!… Each chapter section will contain a list of odd-numbered problems from the textbook to complete. You should always work

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through the problems first, and then check your answers at the back of the book. Do not cheat and look at the answers first! If you don’t know how to proceed with a problem, look through the chapter examples/explanations found at the beginning of each chapter section. All homework problems are similar to these basic examples. Pay close attention to vocabulary… If you are still unsure how to come up with a solution, you may ask your fellow classmates on the Homework Discussion board (explained below) or e-mail your instructor.

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**GRADING**

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
<th>Points</th>
<th>Final Grading Scale</th>
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</thead>
<tbody>
<tr>
<td>Canvas/Course Settings</td>
<td>2%</td>
<td>20 points</td>
<td>930 – 1000 pts</td>
</tr>
<tr>
<td>Class Introductions</td>
<td>3%</td>
<td>30 points</td>
<td>900 – 929 pts</td>
</tr>
<tr>
<td>Scavenger Hunt</td>
<td>3%</td>
<td>30 points</td>
<td>870 – 899 pts</td>
</tr>
<tr>
<td>Homework Discussions</td>
<td>10%</td>
<td>100 points</td>
<td>830 – 869 pts</td>
</tr>
<tr>
<td>Homework Quizzes</td>
<td>35%</td>
<td>350 points</td>
<td>800 – 829 pts</td>
</tr>
<tr>
<td>Application Blog</td>
<td>10%</td>
<td>100 points</td>
<td>770 – 799 pts</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>15%</td>
<td>150 points</td>
<td>700 – 769 pts</td>
</tr>
<tr>
<td>Final Exam</td>
<td>22%</td>
<td>220 points</td>
<td>670 – 699 pts</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>100%</td>
<td>1000 points</td>
<td>600 – 669 pts</td>
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* Grades: It is important that you keep track of your progress throughout the quarter. The best way to determine your current standing (at any point during the quarter) is to take the total amount of earned points and divide it by the total amount of possible points.

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* Canvas/Course Settings: The first (graded) assignment will be to configure your Canvas settings for the course. Follow all directions for this assignment and receive 20 points (2% of your overall grade).

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* Class Introductions: One of your first assignments (worth 30 points, or 3% of your overall grade) is to submit a brief self-introduction in the “Discussions” section of Canvas. Be sure to follow all instructions for full credit.

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* Scavenger Hunt: Another preliminary assignment is the Scavenger Hunt. It will be worth 30 points (3% of your grade). It serves as an introductory lesson about important course policies, helps you to navigate throughout Canvas, and highlights select math concepts for this course.

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* Homework Discussions: Participating in the weekly discussion board accounts for 10% (100 points) of your final grade. Discussion boards will be used as our main communication tool (in lieu of meeting face-to-face) as well as your opportunity to actively participate in class and collaborate with groups. The goal is for students to help fellow classmates understand the course content through open dialogue; you may ask and answer questions, share insights, offer additional study aids, and discuss course-related topics. The forums not only enable students to communicate math to each other, they also show me – the instructor – whether or not you understand the material.

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* General Homework Discussion Criteria:
  - You must make a minimum of one posting to the Homework Discussion board every week.
  - Postings must be relevant to the course -- "chit-chat" and miscellaneous posts do not count!
  - Since this quarter starts on a Wednesday, each week will start on a Wednesday and end on the following Tuesday. **To receive full credit for any given week, you must make a unique posting by 11:59 p.m. each Saturday.** This will allow me to offer feedback – to clarify misunderstood concepts or respond to unanswered questions – before you are scheduled to take the weekly quiz. If feedback is needed, I will make additional postings to the Homework Discussion board on Friday or Saturday of each week. Your scores will be posted 1 – 3 days after the Homework Discussion board closes.
  - Late postings will receive up to half-credit if they are made by Tuesday (the ending of each module week).
  - **Do not post questions about quiz items, since this is a form of cheating. If you need clarification about a quiz question, send a private e-mail/message to your instructor.**

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To make any posting within the Canvas Discussion board, you must select “reply” under the main topic headings (noted below). There are several ways that you can make (and receive credit for) a posting:

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1) POST A QUESTION
   - Post a question from the homework assignment or relating to the weekly topics.
   - Your question must be unique and relevant to the homework/textbook topics for the current week.
   - Type out the original homework problem so that students do not have to refer to their textbook.
   - Explain what you already know or understand about the problem as well as what you find difficult about the problem. If you refer to a specific formula, be sure to specify which values you think belong where...Questions like "How do you solve #24 from Section 4B?" will not receive full credit.
   - Questions do not have to solely be about homework problems. If you are truly curious about interrelated math topics, or if you would like to share insight and pose a related question, please ask away!
   - Be sure to read through previous postings. Duplicate questions will not receive full credit.

2) ANSWER A QUESTION
   - When responding to a question, be direct and detailed. Explain yourself.
   - Clarify each important step. Responses like “look at example #2 on page 354” will not receive full credit.
   - Explain what the example demonstrates. Provide numbers and formulas.
   - Feel free to disagree with other “answers” if you feel that a classmate’s answer is incorrect.
   - Each person’s response must be unique. Responses that seem similar to a previous person’s response will receive partial credit. Be sure to read through your classmates’ responses before you post to ensure that your answer is not a copy of theirs’.

3) REAL-LIFE APPLICATION
   - State something useful you learned that week (but related to the current week’s topics) and explain how you would apply it in real life. Applications that pertain to previous weekly topics may not receive full credit.
   - If you use a particular formula for your job or daily business, explain this. Everyone will benefit from your experience and its relation to math.
   - Your explanation must be thoroughly detailed; it should contain several sentences that introduce your point as well as supportive evidence/examples from the textbook, readings, or life experiences. One-sentence posts will not receive full credit.
   - Do not copy and paste text from the internet into your post without integrating it into your own remarks and using appropriate documentation (such as quotes, cited reference, etc.)
   - Be sure to read through previous postings. Duplicate posts will not receive full credit.

4) ONLINE RESOURCES
   - Find an online article/video that pertains to the current weekly topics and explain how the video is useful or how it relates to what you are learning. Do NOT choose an article/video that is in the course materials.
   - In your post, you must first summarize what the article/video is about.
   - Next, provide evidence that you have actually read the article (or watched the entire video) by citing at least 2 examples within the content and why they are useful/important/relevant.
   - Your explanation must be thoroughly detailed. One-sentence posts will not receive full credit.
   - Be sure to include direct quotes in quotation marks.
   - Be sure to include the website address (URL) to receive any credit.
   - Do not copy and paste text from the internet into your post without integrating it into your own remarks and using appropriate documentation (such as quotes, cited reference, etc.)
   - Be sure to read through previous postings. Duplicate posts will not receive full credit.

5) RESPOND TO AN INSTRUCTOR PROMPT
   - If weekly discussions are starting off slowly, I may initiate a thread or two to get things going. Some weeks, I may post several prompts for students to think about and answer. Choose only one to respond to. Other weeks, I may shy away from this duty and let other students take the lead.
   - Responses should fully answer the prompt and provide justification.
   - Each person’s response must be unique. Responses that seem similar to a previous person’s response will receive partial credit. Be sure to read through your classmates’ responses before you post to ensure that your answer is not a copy of theirs’.

* Discussion Post Format: All discussion posts must start out with a concise and informative subject heading as the very first line. The subject heading must adequately summarize your post.
   Example: If you want to ask a question about a particular homework question, your subject should be “SUBJECT: HW Section 5D #12”
Example: If you want to submit a real-life application story about the placebo effect, state this: “SUBJECT: Experiencing the Placebo Effect”
Example: If you want to submit a neat video tutorial on permutations, title it: “SUBJECT: Useful video tutorial on permutations”
  — Do not use a vague heading like “SUBJECT: Discussion Post” or “SUBJECT: Real-Life Application.” Posts with ambiguous subject-headings will lose points.

* Homework Discussion Grading:
  — Weekly posts are worth a maximum of 10 points and will be graded according to the rubric below.
  — All posts should be grammatically correct and well-written.
  — Posts submitted after Saturday (at 11:59 p.m.), but before the week is over on Tuesday (at 11:59 p.m.) will receive half-credit.
  — Posts without an adequate subject heading will lose 1 point.
  — Posts that lack proper citation will lose 2 points.
  — Posts that are similar to a previous posting will lose 3 points.
  — A posting that clearly does not relate to the current week’s topics (i.e., it mentions old topics from previous weeks or subjects that are beyond the scope of the current week’s topics) will lose 5 points.
  — A posting that simply “thanks” another person for their post will receive no credit. This type of post has no substance and does not contribute any insight or information to the weekly forum.

<table>
<thead>
<tr>
<th>GRADE</th>
<th>CHARACTERISTICS OF THE POST</th>
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<tbody>
<tr>
<td>EXEMPLARY 10 points</td>
<td>- Fully detailed information (or includes homework problem). Provides numerous examples.</td>
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<td></td>
<td>- Well-developed post that fully addresses and develops all aspects of the task</td>
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<td>- Fully thoughtful and insightful analysis</td>
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<td>- Demonstrates analysis of others’ posts and extends meaningful discussion by building on</td>
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<td>previous posts</td>
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<td></td>
<td>- No grammatical/stylistic errors that interfere with the reading.</td>
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<td>PROFICIENT 8 points</td>
<td>- Substantial information (or includes homework problem). Provides some examples.</td>
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<td></td>
<td>- Well-developed post that addresses all aspects of the task, but lacks full development of</td>
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<td></td>
<td>the concepts.</td>
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<td></td>
<td>- Thoughtful, insightful analysis.</td>
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<td></td>
<td>- Elaborates on an existing post with further comment or observation</td>
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<td></td>
<td>- Few grammatical/stylistic errors that interfere with the reading.</td>
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<tr>
<td>BASIC 6 points</td>
<td>- General information (or does not include homework problem). Only provides one example.</td>
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<td></td>
<td>- Adequate post that addresses most of the task and lacks development of the concepts.</td>
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<td></td>
<td>- Some analysis evident.</td>
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<td></td>
<td>- Posts shallow contribution to the discussion that does not enrich the discussion.</td>
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<td></td>
<td>- Obvious grammatical/stylistic errors that interfere with the content.</td>
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<tr>
<td>BELOW EXPECTATIONS 4 points</td>
<td>- Superficial or no information given.</td>
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<tr>
<td></td>
<td>- Adequate post with shallow thought and minimal preparation; does not address all aspects</td>
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<td></td>
<td>of the task.</td>
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<tr>
<td></td>
<td>- Basic summary or no analysis provided.</td>
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<tr>
<td></td>
<td>- No substantive contribution to the discussion; simply agrees or disagrees.</td>
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<tr>
<td></td>
<td>- Many grammatical/stylistic errors that make understanding impossible.</td>
</tr>
<tr>
<td>NO POST 0 points</td>
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</table>

* Troubleshooting Discussion Board Posts:
  — Can you see your post in the Discussion Board?
  After submitting any post, verify that it displays correctly in the Discussion Board! If you do not see your post, resubmit it! If you have time throughout the week, verify that you can still see your post in the Discussion Board.
  — Is your image not showing?
  Be sure to follow all the directions for “embedding an image” properly. Do NOT copy and paste an image into the dialogue box. It will NOT show up once you submit your post. Images/pictures must first be saved to your personal Canvas files in order to be visible within a discussion post.
  — Is Canvas not allowing you to “submit” your post (i.e., you press the “post reply” button and nothing happens?)
  It could be that you were trying to copy and paste an image or paragraph from an outside word-processing program (like Microsoft Word). Canvas does not like this! You’ll have to type directly into the dialogue box or copy and paste from a word program that does not allow fancy formatting (like Notepad).

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As your instructor, I will serve as the moderator for the Homework Discussion Board and all noticeable class communication within Canvas. I am here to be a learning facilitator for all of you. We are all here to work together and learn from each other. I may not reply to every Discussion Board posting since you and your classmates all have contributions, opinions, and experiences to bring to the class… If I see that several students are asking the same question, and no one else seems to know the right answer, I may respond, give a hint, or clarify.

* **Online Etiquette:** It is expected that students use appropriate grammar, accurate spelling, punctuation, and complete sentences. Keep in mind that you are in a college setting, communicating in an academic environment. As such, you must conduct yourselves as responsible, respectful adults. Avoid any type of text message communication or language. Please make an extra effort to comply with this expectation. Postings within the Discussion Board should not contain personal questions or comments like, “What are you doing this weekend?” and so on. Also, please note that participation in this open dialogue is still subject to the college’s rules regarding unethical conduct and harassment. Respect your classmates and your instructor. Avoid profanity and demeaning remarks. As your moderator, I will continually monitor the online class for inappropriate and disrespectful behavior. [If you are unsure as to the appropriateness of a posting, please contact me prior to posting.]

* **Homework Quizzes:** There will be 10 quizzes each worth 35 points (totaling 350 points, or 35% of your class grade). If you understand and complete assignments, read the book, and take good notes, you will most likely pass the quizzes. Quizzes may be multiple choice, fill-in-the-blank, or short answer. If the quiz has multiple choices, scores will be reported immediately after completing the quiz. You will also be given correct answers upon submission of your quiz attempt. If they are short answer quizzes, quiz scores and answer keys will be reported within 3 – 5 days after the quiz closes… Your lowest quiz score will be dropped and replaced with your highest quiz score (excluding extra credit) at the end of the quarter.

* **Quizzes are based on:**
  1. homework assignments
  2. textbook concepts
  3. additional readings, web articles, or videos
  4. discussion board topics
  5. calculator procedures, and
  6. the instructor’s notes.

* **Quiz Specifics:**
  - Weekly quizzes must be taken online at the end of each week: Sunday – Tuesday (closing at 11:59 p.m.).
  - Quizzes are timed, and can only be taken once. You will be given 30 - 50 minutes to complete each quiz. Quizzes must be completed once you have started them. You should be well-prepared to take your quizzes; be sure to set aside 30 – 50 minutes of uninterrupted time for each quiz. It is not wise to waste your quiz time rummaging through your notes or book to find answers… Do not schedule to take your quiz within the last hour of availability.
  - Each quiz is set to automatically close at 11:59 p.m. every Tuesday; if you are in the middle of a quiz at this time, it will automatically shut down and force you to submit answers.
  - Scores will be recorded as zero if they are not completed before 11:59 p.m. each Tuesday. However, there will be an opportunity to make-up any missed multiple-choice quiz during finals’ week (NOTE: Quizzes that contained short answers or essay questions can NOT be made-up during finals’ week).
  - Quizzes will NOT be available earlier in the week in order to accommodate individual student vacation schedules. If you schedule an out-of-town trip and cannot take the quiz, you will still receive a zero for the quiz. It is your responsibility to have reliable internet connectivity and access to the Canvas course throughout the week and during the quizzes.

Sometimes the Canvas site may be closed for maintenance or undergoes technical disturbances, preventing you from completing/taking the quiz in a timely manner. If you experience any technical disturbance – for example, (1) the Canvas site unexpectedly goes down during your quiz, (2) the initial quiz page doesn’t load properly, and your score is reported as a zero, (3) your quiz score vanishes, (4) you get booted out of the quiz at the very beginning of taking the quiz, etc. – **contact me via e-mail as soon as possible**! When in doubt (for proper documentation), take screen shots of your quiz, or copy and paste all of your answers, and immediately send it to me in an e-mail if you encounter any online disturbance/glitch that affects your quiz. As proof of your difficulty, proper screen shots and time-stamps can possibly help your score. **NOTE:** If you are using a wireless connection, ensure that your signal strength is appropriate for quiz-taking. You are responsible for your internet connection strength and reliability. If you lose connection during a quiz and this prevents you from successfully completing the quiz, you will **not** be allowed another attempt.

* Modifications to this syllabus may be made throughout the quarter.
* Application Blog: 10% (100 points) of your overall course grade will involve your participation in the Application Blog. You will be required to submit a response to an instructor prompt that demonstrates a connection to math in the real world. There will be 2 required blog entries this quarter (worth 50 points each). To enhance your conceptual understanding of mathematics in society, these blogs may require you to submit short essays or creative writings that are related to real-world issues, chapter themes, or current events.

Blog details will be posted within Canvas sometime halfway and towards the end of the quarter. You will be given one week to complete your write-up. Make sure that your write-up is in your own words. Blogs that seem identical will not receive credit. Since all students will be able to see/read everyone’s blog entries, no two blog entries should be alike. Make sure you read other entries so as not to choose the same topics/ideas. Also, you must meet blog deadlines for full credit. Submitting late blogs will result in a drop of one letter grade per day late.

* Exams: In order to confirm independent student work and student identity, exams must be proctored and taken at either one of the WWCC Testing Centers or an approved/certified testing center. Students must show photo identification. You may also bring in a scientific or graphing calculator. Exams will be open-notes and open-book. Unlike the weekly homework quizzes, which are multiple-choice, exams will contain essay-style questions. They are designed to see if students can synthesize and apply the real-world math concepts from the course.

If you do not live near the Walla Walla or Clarkston campuses, you must still take your exams in a certified testing center (i.e., a local college, university, or library). You will need to identify (and make arrangements at) a local testing center at least 2 weeks prior to the testing dates. Communication then needs to be established between the testing center and me 2 weeks prior to your exam, so please contact me as soon as you find a testing center.

* Midterm Exam: The midterm exam (worth 150 points, or 15% of your overall grade) must be taken sometime during Wednesday, May 6 – Friday, May 8, 2015. If you miss the midterm exam testing window, the exam cannot be made-up and you will receive a zero for it.

* Final Exam: The final exam (worth 220 points, or 22% of your overall grade) is a timed, two-hour, comprehensive exam that must be taken sometime during Wednesday, June 10 – Friday, June 12, 2015. There will be NO extension to the final exam deadline. If you forget to take the final exam during this time-frame, you will receive a zero for it. NOTE: There will be no extra credit offered after final exams have been taken (and final grades calculated).

CAMPUS TESTING CENTERS

Appointments are encouraged to allow for adequate testing times. Be sure to schedule your exam with enough time to finish before the test centers close. You will not be allowed to begin your exam if the total exam time extends beyond open lab hours. For more testing information, visit http://www.wwcc.edu/testing.

<table>
<thead>
<tr>
<th>Walla Walla Campus, Room 236 in the main building</th>
<th>Clarkston Campus, Room 117 in the main building</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Appointments are encouraged to allow for adequate testing times</strong></td>
<td><strong>Appointments are required and must be made at least 24 hours in advance</strong></td>
</tr>
<tr>
<td><strong>E-mail:</strong> <a href="mailto:testing@wwcc.edu">testing@wwcc.edu</a></td>
<td><strong>Contact:</strong> Shelly Bush, <a href="mailto:shelly.bush@wwcc.edu">shelly.bush@wwcc.edu</a></td>
</tr>
<tr>
<td><strong>Phone #:</strong> (509) 527 – 4795</td>
<td><strong>Phone #:</strong> (509) 758 – 1772</td>
</tr>
<tr>
<td><strong>Fax #:</strong> (509) 524 – 4795</td>
<td><strong>Toll free #:</strong> 1 – 877 – 471 – 6629</td>
</tr>
<tr>
<td><strong>Monday</strong> 10:30 a.m. – 12:30 p.m. 1:30 p.m. – 5:00 p.m.</td>
<td><strong>Monday</strong> 12:30 p.m. – 5:00 p.m.</td>
</tr>
<tr>
<td><strong>Tuesday</strong> 10:30 a.m. – 12:30 p.m. 1:30 p.m. – 7:30 p.m.</td>
<td><strong>Tuesday</strong> 12:30 p.m. – 8:30 p.m.</td>
</tr>
<tr>
<td><strong>Wednesday</strong> 10:30 a.m. – 12:30 p.m. 2:00 p.m. – 7:30 p.m.</td>
<td><strong>Wednesday</strong> 12:30 p.m. – 8:30 p.m.</td>
</tr>
<tr>
<td><strong>Thursday</strong> 8:30 a.m. – 12:30 p.m. 2:00 p.m. – 7:30 p.m.</td>
<td><strong>Thursday</strong> 12:30 p.m. – 5:00 p.m.</td>
</tr>
<tr>
<td><strong>Friday</strong> 10:30 a.m. – 12:30 p.m. 1:30 p.m. – 5:00 p.m.</td>
<td><strong>Friday</strong> 12:30 p.m. – 5:00 p.m.</td>
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* students must check in with Shelly Bush at the business office counter in the main building

* Modifications to this syllabus may be made throughout the quarter.
SERVICES FOR STUDENTS WITH DISABILITIES
If you have a documented disability, you may request and receive reasonable testing accommodations at WWCC. Students with testing accommodations must make arrangements at least 48 hours in advance. Contact information below:

<table>
<thead>
<tr>
<th>Walla Walla Campus, Office 133D</th>
<th>Clarkston Campus</th>
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</thead>
<tbody>
<tr>
<td><strong>Contact:</strong> Claudia Angus, Coordinator of Disability Support Services</td>
<td><strong>Contact:</strong> Carol Bennett, Coordinator of Student Services</td>
</tr>
<tr>
<td><strong>Office:</strong> 133D</td>
<td><strong>Office:</strong> 113 CLK</td>
</tr>
<tr>
<td><strong>E-mail:</strong> <a href="mailto:claudia.angus@wwcc.edu">claudia.angus@wwcc.edu</a></td>
<td><strong>E-mail:</strong> <a href="mailto:carol.bennett@wwcc.edu">carol.bennett@wwcc.edu</a></td>
</tr>
<tr>
<td><strong>Phone #:</strong> (509) 527 - 4543</td>
<td><strong>Phone #:</strong> (509) 758 - 1718</td>
</tr>
<tr>
<td><strong>Fax #:</strong> (509) 527 - 4305</td>
<td><strong>TTY:</strong> (509) 527 - 4412</td>
</tr>
<tr>
<td><strong>For appointments, call:</strong></td>
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<tr>
<td>(509) 527 – 4262</td>
<td></td>
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<tr>
<td>TTD: (509) 527 - 4412</td>
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LATE REGISTRATION / LATE ATTENDANCE
Students who elect to register/join the class after the first day are still accountable for assignments, discussions, and quizzes that may have been administered prior to their entry in the class. Discussions and quizzes that have already closed cannot be reopened or made-up, nor can grade points be retroactively credited. The overall total amount of points for every student is 1000 points (late students will receive no reduction in total points due to late entry).

ACADEMIC INTEGRITY
Academic integrity is a college requirement. No Cheating! Student collaboration and study groups are encouraged, but you must submit your own original work for the projects, quizzes, and exams. Any instance of cheating will result in a grade of zero.

MY EXPECTATIONS OF YOU IN THIS CLASS
1) You will adhere to all of the requirements, follow all directions, and meet the deadlines for this course.
2) You will be a responsible learner and be held accountable for your actions (or non-actions).
3) You have read the syllabus and continue to refer to it on a regular basis.
4) You will check the Homework Discussion Boards and Announcements on a daily basis.
5) You have talents, thoughts, and ideas that you will share with the class.
6) You will 'play nicely' with others in the class.
7) You will not expect this class to work in the same way that a lecture class works.
8) You will work on this class for 2 – 3 hours a day (or 10 – 15 hours per week).
9) You will take responsibility for your learning and studying habits.

TIPS FOR STUDYING (AND PASSING) THIS ONLINE MATH 107 CLASS
1) **Follow directions!!** The key to earning 100% on any assignment is to properly follow directions. The main reason many students fail an assignment is not because of a lack of mathematical knowledge, but the inability to adhere to assignment guidelines and requirements.
2) **Meet your deadlines.** Absolutely no credit will be given for neglecting to take your quiz/final on time. Late Discussion Board postings will not receive full credit.
3) **Be responsible.** You are an adult. You are responsible for your own learning and time-management. Technical/computer-related excuses and personal reasons will not be entertained for late or missed assignments; i.e., faulty internet access, expired password, work emergencies, medical visits, weekend getaways without internet access, etc. It is your responsibility to maintain a reliable internet connection.
4) **Read the textbook** carefully and deliberately. Don't waste your money by letting your book collect dust. There are a lot of interesting examples and real-life applications provided in your book.
5) **Think with pencil and paper.** Work out the textbook examples and homework problems.
6) **Be independent.** Rework and rethink a problem before looking up a solution.

* Modifications to this syllabus may be made throughout the quarter.
7) **Check online announcements daily.** Just like a lecture class that meets daily, taking an online course requires daily interaction (for optimal success). Log into Canvas more than three times a week. Changes to important deadlines/assignments will be noted in the “Announcements” section or “Recent Changes” sidebar.

8) **Read all previous postings in the Discussion Board.** If you post a question/response that is similar to a previous posting, you will not receive full credit for it.

9) **Read all previous entries in the Application Blog.** It’s first-come, first-serve! Submissions must all be unique. Entries that are similar will receive zero credit.

10) **Persevere.** Learning a difficult concept sometimes comes in gradual increments. If at first you don’t succeed, try and try again. As you practice your math skills, embrace your mistakes. Learning requires lots of mistakes.

11) **Take time to reflect.** Review and summarize what you have learned.

12) **Concentrate on the fundamentals.** Concentrate on understanding, not memorizing, steps. If you are having problems with math from earlier classes, go back and review prerequisite material.

13) **Be neat and accurate.** Show your work in a neat, organized, and logical manner. Write as if you are writing for a reader to clearly understand your work.

14) **Take time to do your work, and do it on time.** Remember, falling behind is one of the main reasons for failing a course. Keep up with the pace of the course. Do your homework every day; do not wait until the weekend to do your assignments. Take your quizzes in a timely manner. Sometimes it may seem difficult to keep up, but it is harder to catch up.

15) **Get to know your classmates.** Exchange phone numbers. Start a study group. Create a dialogue on the Discussion Board. Ask lots of questions. Offer your input.

16) **Take advantage of free tutoring options.** The WWCC tutoring centers are available for you to use at your leisure. Seek help when you don’t understand something. Also feel free to contact your instructor via the web-chat or e-mail!

17) **Have fun!** Math isn’t supposed to be intimidating! Be positive. Enjoy! Laugh!

**IMPORTANT DATES FOR SPRING QUARTER 2015**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>April 1</td>
<td>Spring quarter classes begin</td>
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<tr>
<td>April 7</td>
<td>Last day to add most classes</td>
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<td></td>
<td>Last day for 100% refund</td>
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<tr>
<td>April 21</td>
<td>Last day for 40% refund</td>
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<tr>
<td>May 15</td>
<td>Last day to drop classes</td>
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<tr>
<td>May 25</td>
<td><strong>Memorial Day Holiday: College Closed</strong></td>
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<tr>
<td>June 10</td>
<td>Final exams</td>
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<td>June 11</td>
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<tr>
<td>June 12</td>
<td>Last day of spring quarter</td>
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<tr>
<td>June 12</td>
<td>Graduation - Clarkston</td>
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<tr>
<td>June 13</td>
<td>Graduation – Walla Walla</td>
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<tr>
<td>June 16</td>
<td>Grades are due</td>
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<tr>
<td>June 18</td>
<td>Grades available to students online</td>
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