

COURSE INFORMATION	Location: <a href="http://blackboard.se.edu">http://blackboard.se.edu</a> Instructor: Dr. Karl Frinkle Office: MTH 112 Office Hours: MWF 8:30-10:00, TR 8:30-9:30 and 11:00-12:00, or by appointment Office Phone: (580)745-2028 E-mail: <a href="mailto:kfrinkle@se.edu">kfrinkle@se.edu</a> Website: <a href="http://carmine.se.edu/kfrinkle">http://carmine.se.edu/kfrinkle</a>
REQUIRED MATERIALS	<b>Text:</b> <i>A Survey of Mathematics with Applications</i> (8th Edition), by Allen Angel, Christine Abbott, and Dennis Runde, ISBN # 0321501071 <b>Software:</b> <i>MyMathLab</i> access code, by Course Compass <b>Internet Browser:</b> Internet Explorer with Java
LOCATION OF OTHER MATERIALS	Feel free to visit the Henry G. Bennett Memorial Library, or the Computer Lab in the Mathematics Department if you are having problems with the online course at home or at work. Both location have computers with the appropriate software installed to run both BlackBoard and CourseCompass.
COURSE OVERVIEW	This course is an overview of mathematics including: basic problem solving, estimation, set theory, logic, number theory, mathematical systems, geometry, and probability and statistics. Contributions of historical figures and applications of the studied theory in today's world are stressed. In particular, we will cover chapters 1-3, 6-7 and 13.
GENERAL EDUCATION GOALS AND OUTCOMES	As a general education course, this course contributes to the critical thinking and the mathematical or quantitative reasoning components of the general education program at Southeastern. The goal of the critical thinking component is to enhance the ability of students to integrate new information with previously acquired information to solve novel complex problems. To address the critical thinking goal, students will solve problems described verbally, graphically, symbolically, or numerically. The goal of the mathematical or quantitative reasoning component is to develop the ability of students to understand and apply mathematical abstraction. To address the mathematical or quantitative reasoning goal, students will (1) solve problems using the principles of algebra or symbolic logic; (2) apply mathematical reasoning to analyze and interpret quantitative information; and (3) use and interpret mathematical formulas.
METHODS OF INSTRUCTION	This course will be conducted using a variety of instructional methods and learning activities, including but not limited to, virtual lectures/chats, discussion boards, homework, exams, written activities, and online activities. Check the course website every day, at least five days a week! Approximately 20-24 hours per week will be required for successful completion of course requirements. Read, read, and re-read directions and information carefully before emailing or calling for help. You will find most of your questions answered on the discussion board or in the course syllabus.
COURSE ATTENDANCE POLICY	Since this is an online course, students are expected to be highly self-motivated. Enrollment in this course obligates the student to attend virtual class and to participate in virtual class activities and assignments. <b>It is imperative that you check the course website every day, at least five (5) times a week.</b>

EVALUATION SYSTEM

Students will be evaluated using online homework assignments, chapter tests, written assignments, and participation in online discussions.

GRADES

Grades will be assigned using a point system. Each activity will incur points. Each of the 34 homework assignments have a maximum score of 20 points each, for a total of 680 points. Participation on the Discussion Board will give you a maximum of 20 points per week over 17 weeks. There will also be an exam after each chapter, each one being worth 200 points except for the first exam, which is 100 points. There will be no comprehensive final. At the end of the semester, your percentage will be calculated by dividing the number of points earned by the total number of points possible, and multiplying by 100. Grades will be assigned using the following scale:

percentage	grade
90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

Students may determine their grade at any time during the course by using the formula described above.

COURSE PARTICIPATION

Student participation is critical to the success of this class. To be a successful online learner, you must be highly self-motivated. You will be graded on the timeliness of submitting homework, communication with other students, and meaningful contributions to the discussion boards. The discussion board is where you and the instructor make the class come alive, so be sure to participate early and often!

Weekly discussion board threads will be posted on Mondays (at the latest) and will remain available until the following Monday. You will find these under the *Graded Whole Class Discussion* forum. To receive credit for participating, you must make meaningful contributions to the discussion boards each time a topic is available. Simply 'I agree' or 'I disagree' is not meaningful. You are required to post your solution/answer to a problem/question on the discussion board. You will receive a score depending on the quality and accuracy of your solution/answer. You must also comment on at least 3 other posts each week. You will be awarded points for each of the three critiques as well. Usually, your responses will be to verifying other students' work (or to point out possible errors), however this is not always the case. The idea will always be to discuss the problem or topic. Be sure to carefully read and follow the instructions posted for each of the weekly discussion threads. In some cases, a scanner may prove useful if you have written your work down with pencil and paper and wish to post your results directly without transcribing to a word editor.

You will notice that there are also discussion boards for posting questions and/or comments concerning aspects of the class (*Blackboard / CourseCompass Questions and Information*), for asking specific questions about a concept or problem you are having a difficult time grasping/solving (*Homework Questions*) and for talking about anything non-class related (*Just For Fun!*).

Remember, Blackboard automatically tracks and records every click, including your name. I can see if and when you logged on, the date and time of day you logged on, and even what you accessed once you logged on. This is one way I can determine whether or not you participated in the assignment.

ASSIGNMENTS

All of the semesters homework assignments will be available at the very beginning of the semester. Each week, a certain set of the assignments will be due. The due dates for all assignments are listed

in the 'duedates' pdf document posted under Course Information on the menu system on the left in BlackBoard. All homework is due by 11:59 PM on the due date.

All homework assignments will be completed online and submitted to the instructor through MyMathLab. To access the homework, click on MyMathLab from the main Blackboard menu and choose 'Do Homework'. Choose the assignment you want to work on and click on specific exercises. If you want to stop and return later, click on 'Back to Do Homework' at the top of the page. You may work similar problems for each type of exercise, giving you the option of earning 100% on each homework assignment. When the assignment is completed and ready for grading, click on 'Submit Homework' at the bottom of the page. The homework assignment will be automatically graded and entered in the MyMathLab gradebook. After the due date for each assignment, I will enter the homework grades into the Blackboard gradebook. Please check your grades regularly and stay in touch with me concerning submitted assignments that are not reflected in your grades. The same process can be followed when you take exams as well.

No extra assignments will be given at any time during the semester to bring up your grade. Work diligently from the beginning and complete every assignment as if it is worth extra points that will raise your grade!

Except for extenuating circumstances handled by the instructor on an individual basis, any assignment received after the due date and time will be a zero. For the record there are very few extenuating circumstances. Excuses such as 'The system was down' and 'I couldn't get to a computer' are NOT considered extenuating circumstances. Don't wait until the last minute to complete assignments and you won't encounter these types of problems.

#### EXAMS

No makeup exams will be given. It is your responsibility to meet deadlines and timelines!

Do not wait until the last minute to take the exam. If you miss taking the exam during the time it is available, for any reason, a zero will be recorded. Exam dates are listed in the 'duedates' document posted under Course Information.

NOTE: You will have two chances for each Exam. If you are not happy with your first grade, you can try once more.

#### CONTACTING YOUR INSTRUCTOR

If you have course-related questions or comments, I encourage you to contact me by email at kfrinkle@se.edu (first) or by phone at (580) 745-2028 (second). However, it is your responsibility as an online learner to check your email, to check the Blackboard course site as stated in the course syllabus, and to read and follow the directions for every assignment.

#### CYBER NETIQUETTE

What is considered good behavior online? - see Course Information for the correct document.

#### OTHER POLICIES

The instructor reserves the right to make adjustments to the syllabus and/or grading policy as needed in order to meet the instructional needs and goals of the class. Students will be notified of any adjustments to the syllabus.

There is a zero-tolerance policy concerning plagiarism and/or duplication of another individual's work. Besides making you feel horrible, you will receive a zero and the policy will be enforced under the guidelines of the Academic Honesty Policy for the University. Students are expected to work individually and turn in their own work. Any violation of academic honesty will be reported to the Office of Student Affairs.

The policies regarding academic misconduct are set forth in the institution's Student Code of Responsibilities and Conduct. Cheating will not be tolerated in any shape or form. If you are caught

cheating, it will be reported to the appropriate academic offices, and appropriate action will be pursued.

IMPORTANT DATES  
FOR FALL 2008

- 2008.08.18 - Classes begin
- 2008.08.22 - Last day to add a class
- 2008.08.22 - Last day to drop a class with no grade record
- 2008.08.22 - Last day to drop a class with refund/no charges
- 2008.10.15 - Last day to drop a class with automatic W
- 2008.10.31 - Last day to complete final application for graduation
- 2008.11.12 - Last day to drop a class
- 2008.12.12 - Classes end

SPECIAL  
ACCOMMODATIONS

Any student needing special accommodations due to a disability should contact the Coordinator of Student Disability Services, Student Union, Suite 204 or call (580) 745-2254 (TDD# 745-2704). It is the responsibility of each student to make an official request to the Coordinator for accommodations.