



Harris

MGF 1107 P1422

Libera Arts II

S23\_A

**Instructor:** Jenica Harris

**Email:** [jharris@pensacolastate.edu](mailto:jharris@pensacolastate.edu) or Canvas message (best way to reach me)

**Phone:** (850) 484-1141

**Office Hours:** Rm 175, hours TBA

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**Class Meeting Times:** MW 9:30-10:45

**Credit/Contact Hours:** 3 credit hours and 3 contact hours

**Dean:** Kirk Bradley, (850) 484-1764

**Department Head:** Dr. Nelson Stewart, Mathematics and Computer Sciences Pensacola Campus  
Building 1, Rm 186, (850)484-1128

**Required Text:** Thinking Mathematically; Blitzer; 9780137289387; 7th; Pearson; 2019  
(with access code)

**Required Calculator:** Texas Instruments 30XIIS or 30XIIB calculator [you do NOT need a graphing calculator but may use one if you have it, up to a TI-84]

**Note:** The TI-89, -92, -Nspire (and other such CAS calculators) are barred

**Course Companion:** Canvas at <https://pensacolastate.instructure.com/>

**Course Description and Learning Outcomes:** Please refer to the district syllabus.

<b>Grading Scale:</b>	<b>Final Grade Calculation:</b>	
A 90-100	MML Homework	20%
B 80-89	Tests	25%
C 70-79	Midterm	25%
D 60-69	Final	30%
F Below 60	<u>Attendance</u>	1%
		101%



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**Go through modules to access assignments. You miss information if you just follow the to do list.**

### Course Policies:

1. This class will be conducted per the rules and regulations of Pensacola State College. See the following link: [2022-2023 Catalog](#)
2. Regular attendance is required. Students who do not attend the first week will be withdrawn.
3. Excessive disruptions in class will also result in a warning and then a referral.
4. Leaving early is a disruption. Leaving early excessively will result in a warning and then a referral.
5. You must attend 70% of the class to be counted present (Must attend 50 minutes).
6. **You cannot use your cellphone as a calculator. No TI84 are similar calculators.**
7. Don't cheat. If caught, you will receive a 0 on the assignment. For major grades, you will receive a 0 and be referred to Student Support Services where you could be subject to a formal hearing/expulsion.
8. **The final exam must be taken during the scheduled exam time. No early exams. No late exams.**

### Absence Policy:

If you have prolonged illnesses, hospital stays, etc. or are affected by Covid-19, please contact me, and get documentation as soon as possible. If need be, some of our Canvas work can be done over the phone through the Canvas App. If you are having trouble doing your work for other reasons, please contact me so we can go over your options. Students who do not attend class by **1/13** will be withdrawn as a no show.

### Makeup or Late work:

Homework must be submitted on time to receive full credit. My Math Lab homework is the only assignment that can be submitted late. My Math Lab will only give 75% credit for problems submitted after the due date. Problems submitted before the due date will receive full credit. **There are no makeup tests.** I will drop your lowest test grade. **I will not give individual extra credit. Remember you do not make your grade the last week or last day of class. It is important that you stay on top of your assignments from the beginning. It is hard playing catch up.**

### Computer Issues:

If you need a computer, Mrs. Listau was helping students borrow computers. There *might* be more available. Her contact is: [lilistau@pensacolastate.edu](mailto:lilistau@pensacolastate.edu)

### Some basic troubleshooting: Keep track of the things you have done.

- 1. Have you tried reopening the webpage?
- 2. Have you tried restarting the computer? (No really, sometimes this helps.)
- 3. Use Chrome for all quizzes and tests.
- 4. If a window is not opening, have you turned off the pop-up blocker for that site?
- 5. If a problem is not loading, have you enabled/updated Adobe Flash?
- 6. Have you tried clearing the cache and deleting all history?
- 7. Have you tried Google?
- 8. Have you tried another browser or computer?
- 9. Do you have a lot of programs running in the background? Close some of them.
- 10. If you are using Wi-Fi, can you use Ethernet?
- 11. Did you restart the router if your internet is slow?
- 12. Did you power down your other wireless devices?
- 13. Did you run a virus scan?



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**For problems with Canvas:** You can start a live chat or call their support number at 1-855-534-1843

**For problems with My Math Lab:** Problems with my MML can usually be resolved with clearing the browser cache and a restart. If you need additional help, contact them directly.

<https://support.pearson.com/getsupport/s/>

**Last Day to Drop/Add (refunded): Drop/Add** 1/13

**Last Date for Withdrawals (no refund):** 4/5

**Student Support Services: Pensacola Campus, Building 6, Room 620: Phone: (850) 484-2028**

<https://www.pensacolastate.edu/current-students/student-services/trio/#1469628978223-5907079d-8ba5>

### **Student Email Accounts:**

Pensacola State College provides an institutional email account to all students enrolled in courses for credit. PirateMail is the official method of communication, and students must use Piratemail when communicating with the College. In cases where companion software is used for a particular class, email may be exchanged between instructor and student using the companion software.

### **Flexibility:**

It is the intention of the instructor to accomplish the objectives specified in the course syllabus. However, circumstances may arise which prohibit the fulfilling of this endeavor. Therefore, this syllabus is subject to change. When possible, students will be notified of any change in advance of its occurrence.

### **ADA Statement:**

ADA services offers help to students with disabilities. Students with a disability that falls under the Americans with Disability Act or Section 504 of the Rehabilitation Act, it is the responsibility of the student to notify Student Resource Center for ADA Services to discuss any special needs or equipment necessary to accomplish the requirements for this course. Upon completion of registration with the Student Resource Center for ADA Services office, specific arrangements can be discussed with the instructor. SRC/ADA is in building 6, room 603, ADA-services@pensacolastate.edu, 850-484-1637.

<http://www.pensacolastate.edu/current-students/student-services/student-resource-center-for-ada-services/>

### **Equity Statement:**

Pensacola State College does not discriminate against any person on the basis of race, color, national origin, sex, disability, age, ethnicity, religion, marital status, pregnancy, sexual orientation, gender identity or genetic information in its programs, activities, and employment. For inquiries regarding the College's nondiscrimination policies, contact the Executive Director of Institutional Equity and Student Conduct, 1000 College Blvd., Building 5, Pensacola, Florida 32504, (850) 484-1759.

### **Security Statement:**

Pensacola State College is committed to encouraging all members of the College community to be proactive in personal safety measures. In case of emergency, students should ensure that they are aware of the building exit closest to each of their classrooms, as well as all alternative building exits in case circumstances require using a different route.

### **Emergency Statement:**

In the case of severe weather or other emergency, the College administration maintains communication with appropriate state and local agencies and makes a determination regarding the cancellation of classes. Notices of cancellation will be made through the College's PSC Alert system and on the College's website.