



Pulaski Technical College
Course Syllabus
MTH 1303 - Math for Allied Health

I. Instructor Information

- **Name:**
- **Telephone:**
- **E-mail:**
- **Office Location:**
- **Office Hours:**

II. Catalog Description

This course includes, but not limited to, the following concepts: ratio, rates and proportions; dimensional analysis, algebraic expressions and equations, factoring polynomials; rational expressions, exponents, and radicals; solving quadratic equations and problem-solving techniques. This course uses a technology-assisted, mastery-based and modular approach to learning. This course is designed to be used in specific Allied Health programs of study. Prerequisite: DEVE 0336 with a grade of “C or better, a COMPASS Algebra placement test score from 33 to 49, or a score from 18 to 20 on the mathematics section of the ACT. (3 credit hours)

This course requires an online learning component called MyLabsPlus. You will need to have regular access to the internet to be successful in this course.

III. Required Course Resources

MyLabsPlus getting started kit. MyLabsPlus is a course management system that will be used for this course. MLP will require online coursework work throughout the course.

If you have been awarded financial aid but have not received funds, you can take your schedule down to the PTC bookstore and they will charge your books to your account. This will allow you to purchase your book early and will alleviate your getting behind this semester.

MLP Technical Support: If you are unable to install the necessary software and plug-ins or the program is not running properly, you may contact the MyMathLab Student Support Line at: 1-800-677-6337 Monday-Friday, 12 pm to 8pm (All times are Eastern Standard Time)

Do not contact the PTC IT services department for assistance with MLP issues. Please be sure to contact the 1-800 number that was provided above.

Student MyLabsPlus Access

My Math Lab Web Address: <http://pulaskitech.mylabsplus.com/> or you can also access the MLP link in PTC Portal.

- **Student My Math Lab Username:** The first two letters of your first name, your entire last name, and the last four digits of your student id.
- **Student My Math Lab Password:** Ptcmmddyyyy (this is the letters “Ptc” and your birthdate)

Once you login in to MyLabsPlus,

1. You will be prompted to accept the terms of the Pearson User License Agreement and Privacy Policy. Click **I Accept** once you have read the terms of use.
2. You will be prompted to enter your access code you received with your book. If you have not purchased your book and you do not have an access code, you will click on the link to use the temporary access code. Write the link down and enter it in when prompted again. This will give you access to My Math Lab for a maximum of 21 days starting from the first day of class. *Ask your instructor for the temporary code expiration date.*
3. You will need to purchase your books before the temporary access code expires or you will be locked out of My Math Lab and you will not be able to complete any work.

DO NOT LOSE YOUR ACCESS CODE ONCE YOU HAVE PURCHASED IT. YOU WILL NOT BE ABLE TO ENTER IT UNTIL THE TEMPORARY ACCESS CODE EXPIRES.

IV. Course Objectives and Course Content (Attached)

V. Attendance Policy

This is an emporium style course and consistent attendance is critical to maintain normal academic progress and successful completion of this course. Students are expected to attend all class meetings. **Attendance will be taken daily. Earning your attendance means staying for the entire class. Late entrances and early exits can be counted as an absence.**

A student may miss four (4) days in a TR or MW class, six (6) days in a MWF class, or two (2) days in a class that meets once a week. Once a student misses more than this number of absences, the student will be dropped as follows:

<u>Frequency of Class</u>	<u>Dropped when this number of absences is reached</u>
Once per week (M, T, W, R, or S only)	Three (3)
Twice per week (MW or TR)	Five (5)
Three time per week (MWF)	Seven (7)

Drop Policy for Submission of Assignments

In addition to the classroom attendance requirement, students can be administratively withdrawn from the course for lack of submission of assignments.

Each module contains assignments that should be completed weekly to remain on task and on target with a successful and timely progression of the course. **Students can be administratively withdrawn if they are more than one module behind the suggested pace of the course. The suggested pace of the course will be given to the student by the instructor during the first week of school.**

Students who are dropped from the course will receive a WX on his or her transcript. Agencies granting financial assistance may be notified of the violation of the attendance policy by students receiving financial aid.

VI. Classroom Policies

The Pulaski Technical College Student Handbook rules and regulations will be enforced in this class at all times.

VII. Course Structure

The format of this course is computer mediated, modular based and student driven. Unlike a traditional course, you can work at your own pace as long as you complete your assignments in a timely manner and adhere to the attendance policy. We will not have day-to-day lectures; however, an instructor is present at all times to answer any questions.

To be successful at this modular approach, you will need to:

1. Complete the **Pre-Assessment** (MLP)
 - a. MAY BE COMPLETED AT HOME.
 - b. For each objective you master at 100% within the pre-assessment, the study plan will be updated and the homework questions will be marked correct in your homework. The more objectives you master, the less homework you will have to do. If you master an objective, you will find that the homework question linked to that objective will be marked correct. You will only have to do the problems that do not have a check mark beside them.
 - c. The pre-assessment does not count as part of your grade. Its only purpose is to create a homework assignment tailored to your study needs.
2. View the Video Lectures for each section in the module (MLP)
 - a. MAY BE COMPLETED AT HOME
 - b. Video lectures are available for each section. Watching the video lectures can assist in your learning the material.
 - c. The videos do not count as part of your grade.
3. Complete the **Homework** (MLP)
 - a. MAY BE COMPLETED AT HOME
 - b. Each homework question can be worked an unlimited number of times.
 - c. You must make at least a 90% on every homework assignment in order to move to the module review.
4. Complete the **Module Review** (MLP)
 - a. MAY BE COMPLETED AT HOME
 - b. Each homework question can be worked an unlimited number of times.
 - c. You must make a 75% on the module review before moving on to the post-assessment.
5. Complete the **Post-Assessment** (MLP)
 - a. MUST BE COMPLETED IN CLASS.
 - b. All work must be shown on the scratch paper provided for you. Please number and write down each problem, as well as circle your answers. I will review these problems once you are finished. **No work, no credit.**
 - c. You must make at least a 70% on the post-assessment before moving to the next module. You will have two attempts on the post-assessment. If you do not make a 70% on the post-assessment, you will need to take the Post Assessment Study Assignment.

Post Assessment Study Assignment (MLP). (***)*Note: This is only required if you do not make at least 70% on the Post-Assessments.*

1. For each objective you master within the post-assessment, the study assignment questions will be marked correct. You will only have to complete the problems that do not have a check

mark beside them. Once you have made 100% on this assignment, you can retake the post-assessment again.

2. The study assignment does not count for a grade. It is only used to prepare you for the post-assessment.
3. If you are not successful by your 4th attempt on the post assessment, you will be required to have an instructor-student meeting before any future attempts.

*Work in the Study Plan (MLP) - The Study Plan is always available to students for extra practice. It does not count as part of your grade. Its only purpose is to ensure you understand the material.

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VIII. Grading

Diagnostic Tests (PROCTORED BY INSTRUCTOR IN CLASSROOM):

Assessment is a valuable part of the overall success of a student. We use assessments to determine areas of strengths and weaknesses within the courses. As a part of assessment strategies each student will be required to take the diagnostic pretest during the first week of class. *The diagnostic pretest will not count against you. The diagnostic post- test will count as a final assessment.*

Homework (IN MLP – CAN DO AT HOME OR IN CLASS):

Before doing the homework, it will be helpful to watch the videos and work the problems in your e-book. You will have 10 – 20 problems in MLP for each section. *The homework assignments are 10% of your grade.*

Module Review (IN MLP – CAN DO AT HOME OR IN CLASS):

There are approximately 20-25 questions on each review. Please be sure to study the review before taking the post assessment. *The module reviews are 10% of your grade.*

Module Post Assessments (PROCTORED BY INSTRUCTOR IN CLASSROOM):

There are approximately 20-25 questions on each module post assessment. The post assessment suggested due dates are posted in MLP. **No work, no credit.** *The module post assessments are 80% of your grade.*

Grades: Course grades will be based on the following weight scale:

MML Homework	10%
MML Quizzes	10%
Module Post Assessments	80%

If you complete all of the modules in the course, the grades are based on the following scale:	
90 to 100%	A
80 to 89 %	B
70 to 79%	C

Incomplete Modules:

The format of this course is computer mediated, modular based and student driven. **ALL Modules must be completed by the end of the semester. If all modules are not complete by the deadline, your final grade will be a F. No Exceptions!**

IX. Academic Integrity

It is expected that all students who attend Pulaski Technical College conduct themselves in a manner appropriate for the college experience. Academic integrity is a vital component of collegiate behavior. The gaining of knowledge and the practice of honesty go hand-in-hand. The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course.

- **Calculators:** Graphing and scientific calculators are allowed. Please restrict calculator usage to all calculators below TI-89. The use of any calculator at or above TI-89 (including your cell phone) will be considered as a form of cheating (see Academic Integrity Policy).

The complete Academic Integrity Policy can be found in the PTC Academic Catalog.

X. Accommodation Policy

Services for Students with Disabilities

Pulaski Technical College is committed to fulfilling all federal requirements as stated in the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Accommodations are available to students who have documented disabilities. Students who request accommodations must register with the Coordinator of Disability Services in Counseling Services (501-812-2220 or www.pulaskitech.edu) prior to the semester of planned enrollment, and must provide recent documentation of medical, educational, and/or psychological records.

Students who need accommodations should inform the instructor at the beginning of the course. Accommodations will only be provided if the instructor receives a letter of approved accommodations from the Coordinator of Disability Services. Failure to provide sufficient notification may result in a delay of services.

XI. Course Evaluations

Students may be asked to evaluate their instructor and course near the end of the semester. These student evaluations are very important to the improvement in the quality of instruction and course materials. All results are anonymous and shared with the faculty only after the semester is over and grades have been posted.

XII. Information Literacy

Pulaski Technical College is committed to the Information Literacy Competency Standards for Higher Education as established by the Association of College and Research Libraries and endorsed by the National Forum on Information Literacy. Therefore, all courses will incorporate an information literacy component so that, by graduation, all students will be able to recognize the need for information, then locate, evaluate, synthesize, and communicate information in an ethical manner. Information literacy encompasses critical thinking, research, media, technology, health, business, and visual literacy skills to produce lifelong learners who can make informed decisions in the workplace and in their personal lives.

Minimum Computer Requirements for MyMathLab (MLP)


To effectively use the MLP course management system, click the MLP Installation Wizard to determine the recommended or required software.

Mozilla Firefox and Google Chrome are the preferred websites. Please do not use Internet Explorer for MyLabsPlus.

You may have to enable cookies in your online web browser. To enable cookies in Mozilla, you will need to:

1. Click **Tools > Options**.
2. Click **Privacy** in the top panel.
3. Set 'Firefox will': to **Use custom settings for history**.
4. Check the box next to **Accept cookies from sites** to enable cookies.
5. Click **OK**.

To enable cookies in Google Chrome, you will need to:

1. Click the Chrome menu icon .
2. Select **Settings**.
3. Near the bottom of the page, click **Show advanced settings**.
4. In the "Privacy" section, click **Content settings**.
5. Select **Allow local data to be set (recommended)**.
6. Click **OK**.

XIII. New Student Philosophy Statement

Pulaski Technical College is committed to the academic, personal, and professional development of its students. The quality of the new student experience is critical to the achievement of the college's mission and lays the foundation upon which future educational successes will be built. This commitment obligates the PTC community to cooperatively and intentionally structure programs, activities, and services to promote the success of new students.

This workforce solution was funded by a grant awarded by the US Department of Labor's Employment and Training Administration. The solution was created by the grantee and does not necessarily reflect the official position of the US Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, expressed or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timelines, usefulness, adequacy, continued availability, or ownership.

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