



University of North Texas College of Science Mathematics Department MATH 0350 Summer 2023

Instructor Contact Information

Name	Shafeena T Khan
Pronouns	She/Her/Hers
Office location	General Academic Building (GAB) 465
On-campus office hours	Tuesdays, Wednesdays, and Thursdays 12:00pm – 1pm

Email Address

Shafeena.khan@unt.edu

When sending an email, include course name, number and section, along with your full name in the subject header. Email without this information may not get opened. A response will be sent in a timely manner, but may occasionally take up to two (2) business days.

Course Information

Course Title Course Number Course Section Class meeting time Course Description	Beginning Algebra MATH 0350 001 Mon/Tue/Wed/Thu from 10:00am – 11:50am in General Academic Building (GAB) 317 The course supports students in developing skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. Topics include the study of numeracy and the real number system; algebraic concepts, notation, and reasoning; quantitative relationships; mathematical models; and problem solving
Course Pre-requisites	solving. Appropriate score on a mathematics placement test.

Course Title	Beginning Algebra		
Course Objectives	Upon successful completion of this course, students will:		
	 Use appropriate symbolic notation and vocabulary to communicate, interpret, and explain mathematical concepts. 		
	 Define, represent, and perform operations on real numbers, applying numeric reasoning to investigate and describe quantitative relationships and solve real world problems in a variety of contexts. 		
	 Use algebraic reasoning to solve problems that require ratios, rates, percentages, and proportions in a variety of contexts using multiple representations. 		
	 Apply algebraic reasoning to manipulate expressions and equations to solve real world problems. 		
	 Use graphs, tables, and technology to analyze, interpret, and compare data sets. Construct and use mathematical models in verbal, algebraic, graphical, and tabular form to solve problems from a variety of contexts and to make predictions and decisions. 		
Course Structure	This is a 8-week course that meets face-to-face in a classroom five times a week. The course will cover 7 modules and you will be assessed by completing 4 exams and a cumulative final exam.		
Course Outline	View the Course Calendar for specific topics and dates.		
Course Materials	Pearson's MyLabs and Mastering (MLM). MLM is an online course delivery platform accessed from UNT's Canvas Learning Management System at: <u>https://unt.instructure.com</u> . MLM access will include eText <i>Developmental Mathematics,</i> <i>fourth edition</i> by Elayn Martin-Gay. MLM provides a no-cost temporary 14-day access. MLM course content includes eText, homework and additional resources.		
	You <u>must</u> purchase: • Stand-Alone MLM 18-week Access Code ISBN: 9780135910757		
Calculator policy	Basic 4-function calculators will be allowed on select exams.		
Teaching Philosophy	As individuals, we bring different points of view, experiences and gifts/talents to the classroom, which means we can learn from each other. My goal is to encourage students and build up their math confidence, help emphasize the importance of organization (whether it is taking notes, studying or time-management) and instill in them a desire to be curious.		

Course Technology & Skills

Minimum Technology Requirements	• • •	Access to a Computer Reliable internet access <u>Canvas Technical Requirements</u> (https://clear.unt.edu/supported- technologies/canvas/requirements) <u>MyLab Technical Requirements</u> (https://mlm.pearson.com/northamerica/students/support/system- requirements/index.html)
Computer Skills & Digital	•	Using Canvas

Computer Skills & Digital	٠	Using Canvas
Literacy	٠	Using email with attachments

• Scanning documents and saving as PDF

Online Course System

The University is committed to providing a reliable online course system to all users. However, part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk	<u>UIT Help Desk</u> http://www.unt.edu/helpdesk/index.htm
Email	<u>helpdesk@unt.edu</u>
Phone	940.565.2324
Phone hours	Sunday: 11am – 3pm Monday-Thursday: 8am – 9pm Friday: 8am – 5pm Saturday: 11am – 3pm
Walk-In Availability	Monday-Friday: 8am – 5pm
Laptop Checkout	8am-7pm
Canvas technical requirements	For additional support, visit <u>Canvas Technical Help</u> (https://community.canvaslms.com/docs/DOC-10554-4212710328)

Learning Center: Math Lab

Location	Sage Hall, room 130
Days/Hours	Monday – Friday: 10am – 3pm

Additional information UNT Math Lab

Assessment & Grading

Assignment	Percentage of
	Final Grade

Activities	5%
Introduce Yourself	
Syllabus Quiz	
 Practice: Submitting Written Work 	
 Time Management activity #1 	
Time Management Observation	
Time Management activity #2	
Attendance	5%
MyLabs Homework	15%
There will be 38 assignments online	
Three of the lowest assignments will be dropped	
Module 1 & 2 Exam – GEMS, Integers & Expressions	15%
Module 3 & 4 Exam – Solving Equations & Applications 15%	
Module 5 Exam – Graphing 10%	
Module 6 & 7 Exam – Exponents & Factoring 15%	
Cumulative Final Exam 20%	

Assessment

The learning outcomes will be assessed through Homework/Class Activities, Quizzes and Exams. The final grade will be based on the following:

- Activities 5%
- Attendance 5%
- Homework 15%
- Exams 55%
- Final Exam 20%

Evaluation Procedures Your course grade will be determined by the following:

- A = 90 100%
- B = 80 89%
- C = 70 79%
- NP = 0 69%

Exams and Assignments Activities

Student activities may be completed during class time and will require active participation, while some activities may be completed outside of class time. Activities may include time management, learning styles, group work, self-reflection writing prompts, etc.

Attendance

Attendance will be taken every class period and will be worth 5% of the course grade. The attendance grade will be determined by the number of absences. Every student will begin with an attendance grade of 100% and will be allowed 3 free absences that will NOT affect the attendance grade. After <u>three</u> unexcused absences, the attendance grade will decrease by 5 points. For example, if a student misses 7 days of class, then the student will receive an attendance grade of 80%.

Homework

Homework will be given regularly. Although the homework will be presented

Assessment

The learning outcomes will be assessed through Homework/Class Activities, Quizzes and Exams. The final grade will be based on the following:

- Activities 5%
- Attendance 5%
- Homework 15%
- Exams 55%
- Final Exam 20%

electronically through Canvas and MLM, working through the material on paper is <u>essential for learning and developing the math skills</u> that are the objectives of this course. The three (3) lowest homework grades will be dropped at the end of the semester.

<u>Exams</u>

There will be four (4) exams given during the semester. There are no retakes on exams.

Final Exam

The Final Exam is comprehensive and will test the student's math skills on all content covered throughout the entire semester. This exam will be taken during the last week of classes at the time specified in the official <u>Final Exam Schedule</u>.

Important D	ates
-------------	------

Date	Importance of date
June 26-July 28	Classes Begin and end
June 27	Last day to withdraw
June 29	Census date
July 4	Independence Day-No Classes
July 14	Last day for a student to drop a course with a W.
July 15	Beginning this date, a student who qualifies may request an Incomplete, with a grade of I.
July 27	Last Regular Class Meeting
July 28	Final Exam

Course Policies	
Classroom Etiquette	Appropriate behavior (in-person and online) is expected of all students taking this course. Arrive to class promptly and do not leave until the scheduled ending time of the class. Put away all non-medical electronic devices such as cell phones, ear buds, headphones, etc while in class, as these are distractions. If a student is found to be on their phone during class, they will be warned by the instructor to put it away. If this action occurs again, then the student may be asked to leave the class and will count as an absence.
Assignment Policy	 Please maintain a separate notebook for doing homework problems. Make sure to write down what section the problem is from and work out the problem showing all of your steps. Even though MyLab and Mastering (MLM) may not require you to show all the steps in your work, I want to emphasize that you to still need to do ALL the steps. At times, MLM only requires a final answer, which will be frustrating for some of you because you cannot receive partial credit for correct work. Assignments posted in MLM will become available as we cover the material in class. The due dates for the MLM assignments will be posted in MyLab. Check MLM each day to be sure that you are keeping up with assignments and due dates. You have three (3) attempts per problem-type for each online problem in MLM. Using the "Help Me Solve It" feature uses one attempt. If you do not receive full credit for a problem, you may attempt the problem again by clicking the "Similar Exercise" button. This allows you the ability to earn a 100% on every assignment.
Exam Policy	There will be four (4) exams during the semester. Keep a record of all your scores. Be sure to review your exam once it has been reviewed by the instructor and officially graded.
Late work Policy	A grade of zero will be assigned to any homework assignment not completed online and submitted by the due date and time.
Exam Etiquette	 Place all papers, textbooks, notes, etc. in a backpack or a book bag and close it securely. Turn off/remove all electronic devices (unless medically necessary), this includes cell phones, headphones, laptops, smartwatches, etc. Handling of ANY such electronic devices during an exam will be construed as cheating (receiving unauthorized aid) and may result in a zero for that exam. Do <u>not</u> wear hats or caps with brims during exams. Do <u>not</u> share any materials during an exam. This includes, but is not limited to pencils, erasers, calculators, etc. Only approved calculators during some exams. It is your responsibility to know how to work the calculator you bring to the test. Have only the exam, pencil(s), eraser and occasionally a calculator or a straight edge out during an exam. There will be space to show work on the actual exam. You will <u>not</u> be permitted to have any of your own scratch paper during an exam.

Classroom Etiquette Appropriate behavior (in-person and online) is expected of all students taking this course. Arrive to class promptly and do not leave until the scheduled ending time of the class. Put away all non-medical electronic devices such as cell phones, ear buds, headphones, etc.... while in class, as these are distractions. If a student is found to be on their phone during class, they will be warned by the instructor to put it away. If this action occurs again, then the student may be asked to leave the class and will count as an absence. Make-up Exam Policy An exam may be taken prior to the scheduled date. I request a week's notice for this accommodation via email. In the event of a schedule conflict with a university function, dental/physician's appointment, wedding, formal, or whatever, the student must take the test early. If a student does not take a scheduled exam, a zero will be recorded for that exam and a notice may be sent through the registrar's office. If your final exam score is higher than one of your module exam scores, then that module exam grade will be replaced with final exam grade, up to a maximum grade of 75%. If you miss a module exam, a zero will be recorded for that exam grade and your final exam score will replace that one zero, up to a maximum grade of 75%. If you receive a zero for academic dishonesty on an exam, the final exam score will NOT replace that zero. Attendance Policy Students are expected to attend class meetings regularly and to abide by the attendance policy established for the course. It is important that you communicate with the professor prior to being absent, so you and the professor can discuss and mitigate the impact of the absence on your attainment of course learning goals. Please inform the professor if you are unable to attend class meetings because you are ill, in mindfulness of the health and safety of everyone in our community. Participation is a required part of this course. This class is designed to be active and Class Participation interactive. Much of what you will learn will evolve from in-class lecture, activities, and discussions. Instructor Responsibility Responsibility – As my role as the instructor of the course, I feel my responsibility is to and Feedback help students grow in their math confidence; instill good study habits; provide math content in a clear and organized manner; answer questions about topics, assignments and expectations; direct students to additional campus resources as necessary. Feedback – In regard to emails, I plan to respond within 24-48 hours. In regard to returning exams/quizzes with grades, I plan to have it returned within a week's time. Syllabus Change Policy I do reserve the right to amend, append or otherwise make changes to this syllabus should the need arise. Any such change will first be discussed with the students and then announced in class.

Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

UNT Policies

ontri i oncies	
Rules of Engagement	 Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines: While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal, or state law will not be tolerated. Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own. Ask for and use the correct name and pronouns for your instructor and classmates. Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individuals' experiences. Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals. Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!" Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally. Avoid using "text-talk" unless explicitly permitted by your instructor. Proofread and fact-check your sources. Keep in mind that online posts can be permanent, so think first before you type. See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.
Academic Integrity Policy	According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.
Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)	The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Rules of Engagement	 Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines: While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal, or state law will not be tolerated. Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own. Ask for and use the correct name and pronouns for your instructor and classmates. Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individuals' experiences. Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals. Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!" Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally. Avoid using "text-talk" unless explicitly permitted by your instructor. Proofread and fact-check your sources. Keep in mind that online posts can be permanent, so think first before you type. See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.
ADA Policy	UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the <u>ODA website</u>

(https://disability.unt.edu/).

Rules of Engagement	 Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines: While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal, or state law will not be tolerated. Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own. Ask for and use the correct name and pronouns for your instructor and classmates. Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individuals' experiences. Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals. Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!" Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally. Avoid using "text-talk" unless explicitly permitted by your instructor. Proofread and fact-check your sources. Keep in mind that online posts can be permanent, so think first before you type. See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.
Drop/Withdrawal Policy	If a student is unable to complete this course, it is his/her responsibility to formally withdraw from the course. Students may drop a course before the 12 th day of class from their student portal on <u>my.unt.edu</u> (and depending on the date, may be eligible for at least a partial refund). After the 12 th day of class, students may drop a course by completing the <i>Request to Drop</i> form at <u>https://registrar.unt.edu/sites/default/files/drop request fillable 1.pdf</u> The last date to withdraw from all of your classes is July 14 . If the student does not properly withdraw from the course but stops attending, s/he will receive a performance grade, usually an NP.
Emergency Notification and Procedures	If you are considering dropping, it is strongly recommended that you discuss the matter with me as soon as possible. Changes to the University's policy may affect this. Please contact the Registrar for further questions. UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Rules of Engagement	 Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines: While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal, or state law will not be tolerated. Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own. Ask for and use the correct name and pronouns for your instructor and classmates. Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individuals' experiences. Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals. Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!" Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally. Avoid using "text-talk" unless explicitly permitted by your instructor. Proofread and fact-check your sources. Keep in mind that online posts can be permanent, so think first before you type. See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.
Retention of Student Records	Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.
Acceptable Student Behavior	Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT's <u>Code of Student Conduct</u> (https://deanofstudents.unt.edu/conduct) to learn more.

Rules of Engagement	 Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines: While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal, or state law will not be tolerated. Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own. Ask for and use the correct name and pronouns for your instructor and classmates. Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individuals' experiences. Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals. Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!" Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally. Avoid using "text-talk" unless explicitly permitted by your instructor. Proofread and fact-check your sources. Keep in mind that online posts can be permanent, so think first before you type. See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.
Access to Information	Students' access point for business and academic services at UNT is located at: <u>my.unt.edu</u> . All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail <u>Eagle Connect</u> (https://it.unt.edu/eagleconnect).
Survivor Advocacy	UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking and/or sexual assault, there are campus resources available to provide support and assistance. The Survivor Advocates can be reached at <u>SurvivorAdvocate@unt.edu</u> or by calling the Dean of Students Office at 940-565-2648.

Rules of Engagement	 Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines: While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal, or state law will not be tolerated. Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own. Ask for and use the correct name and pronouns for your instructor and classmates. Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individuals' experiences. Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals. Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!" Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally. Avoid using "text-talk" unless explicitly permitted by your instructor. Proofread and fact-check your sources. Keep in mind that online posts can be permanent, so think first before you type. See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.
Student Perceptions of Teaching (SPOT)	Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during July 19 – July 27 for the 8WK course to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the <u>SPOT website</u> (http://spot.unt.edu/) or email <u>spot@unt.edu</u> .
Class Recordings & Student Likenesses	Synchronous (live) sessions in this course may be recorded for students enrolled in this class section to refer to throughout the semester. Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.
Use of Student Work	A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student's permission unless all of the following criteria are met: • The work is used only once.

Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal, or state law will not be tolerated.
- Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- Ask for and use the correct name and pronouns for your instructor and classmates.
- Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individuals' experiences.
- Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!"
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Avoid using "text-talk" unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.

See these <u>Engagement Guidelines</u> (https://clear.unt.edu/online-communication-tips) for more information.

- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student's written permission.

Academic Support & Student Services

Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- <u>Student Health and Wellness Center</u> (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- <u>Counseling and Testing Services</u> (https://studentaffairs.unt.edu/counseling-and-testing-services)
- <u>UNT Care Team</u> (https://studentaffairs.unt.edu/care)
- <u>UNT Psychiatric Services</u> (https://studentaffairs.unt.edu/student-health-and-wellnesscenter/services/psychiatry)

 <u>Individual Counseling</u> (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individualcounseling)

Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

- UNT Records
- UNT ID Card
- UNT Email Address
- Legal Name

*UNT EUIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.

Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don't assume someone's name, we should also ask and not assume someone's pronouns.

You can <u>add your pronouns to your Canvas account</u> so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

- What are pronouns and why are they important?
- How do I use pronouns?
- How do I share my pronouns?
- How do I ask for another person's pronouns?
- How do I correct myself or others when the wrong pronoun is used?

Additional Student Support Services

- <u>Registrar</u> (https://registrar.unt.edu/registration)
- <u>Financial Aid</u> (https://financialaid.unt.edu)
- <u>Student Legal Services</u> (https://studentaffairs.unt.edu/student-legal-services)
- <u>Career Center</u> (https://careercenter.unt.edu)
- <u>Multicultural Center</u> (https://idea.unt.edu/multicultural-center)
- <u>Counseling and Testing Services</u> (https://studentaffairs.unt.edu/counseling-and-testing-services)
- <u>Pride Alliance</u> (https://idea.unt.edu/pridealliance)
- <u>UNT Food Pantry</u> (https://studentaffairs.unt.edu/food-pantry)

Academic Support Services

- <u>Academic Resource Center</u> (https://clear.unt.edu/canvas/student-resources)
- <u>Academic Success Center</u> (https://success.unt.edu/asc)
- <u>UNT Libraries</u> (https://library.unt.edu)
- <u>Writing Center</u> (https://writingcenter.unt.edu)

• <u>Math Lab</u> (https://learningcenter.unt.edu/math-lab)

Calendar

Date	Торіс
06/26	Introduction, Canvas, Syllabus, MyLab
	M1A – Order of operations (whole numbers)
	M1B – Simplifying Fractions
	M1C – Multiplying & Dividing Fractions
06/27	M1D – Add & Sub Fractions with like denominators.
	M1E – Add & Sub Fractions with unlike denominators.
	M1F – Mixed Numbers & Improper fractions
	M1G – Order of operations (fractions)
06/28	M2A - Integers
	M2B – Order of operations (integers)
	M2C – Properties of Real Numbers
06/29	M2D – Evaluating Expressions
	M2E – Simplifying Algebraic Expressions
07/03	Modules 1 & 2 Review
	Module 1 & 2 Exam
07/4	No class
07/5	M3A – Solve equations (addition property)
	M3B – Solve equations (multiplication property)
	M3C – Solving equations involving fractions, along with identity and equations with no solutions.
	M3D – Literal equations
	M3E – Linear Inequalities
07/6	M4A – Applications (Linear)
	M4B – Applications (Proportions & percent)
	M4C – Applications (Sales tax, commission, and discount)
	M4D – Applications involving inequalities
	06/26 06/27 06/27 06/28 06/29 06/29 07/03 07/03

Week	Date	Торіс
Week 3	07/10	Modules 3 & 4 Review
		Module 3 & 4 Exam
	07/11	M5A – Intro to graphing.
		M5B – Slope
		M5C – Slope Intercept form
	07/12	M5D – Intercept form
		M5E – Equations of lines
	07/13	M5E – Equations of lines (cont)
		M5F – Applications of two variables
Week 4	07/17	Module 5 Review
		Module 5 Exam
	07/18	M6A – Exponents
		M6B – Negative Exponents & Scientific Notation
		M6C – Introduction to Polynomials
	07/19	M6D – Multiplying Polynomials
		M6E – Special Products
		M6F -Dividing Polynomials
	07/20	M7A – Introduction to Factoring
		M7B – Factor by grouping
		M7C – Factoring trinomials of the form $ax^2 + bx + c$ by grouping
Week 5	07/24	M7D – Factoring trinomials of the form $x^2 + bx + c$
		M7E – Factor Special Patterns
	07/25	Modules 6 & 7 Review/ Module 6 & 7 Exam
	07/26	Final exam review
	07/27	Final exam review
	07/28	Final exam 10:00am-11:50am