Note: Some details subject to change based on updates on university/department policy, resource and technology constraints.

COURSE BASICS
Course Number: MATH 1320-027: CRN 11207
Course Title: Mathematics for Social Sciences I
Credit Hours: 3
Term: Fall 2021
Meeting and Location: virtual (this class is online and asynchronous)
Prerequisite Courses: Math 0311 or placement by testing services

INSTRUCTOR INFORMATION
Instructor: Dr. L. Lesser (yes, it rhymes with Professor)
Office Location: based on current conditions, my office hours will be held not in my Bell Hall 213 office, but rather in a virtual meeting room (the Blackboard Collaborate or Zoom meeting room link will be announced and posted in Blackboard)

Instructor contact: For questions about specific exercises, after you have first viewed the associated video and PowerPoint and textbook material, you can click ‘Ask Your Teacher’ on the blue bar for the exercise you are struggling on, and our Teaching Assistant or I can see not only your question but also the work you did so far and respond to you within the WebAssign environment, which will be a much more efficient way to help you than all of us creating from scratch lots of separate messages outside WebAssign. (Also, remember that content help is available from the math tutoring lab)

If you have another type of question (about the course in general or about life), I ask that you contact me through the Course Messages option within our Blackboard (Bb) course shell so I can keep things related to our course gathered in one place. If Blackboard is down, you may email me at Lesser (at) utep.edu, remembering to: (1) make sure the subject line is a specific phrase (not just one word like “question” or “quiz”) that also includes our specific 5-digit CRN because I teach a lot of students across multiple sections of this course and I may need to be able to find it again later with a keyword search after receiving hundreds of emails after yours, and (2) send the email from your miners.utep.edu address because it provides more security, minimizes the chance the UTEP server rejects it, and because I’m not allowed to discuss confidential information such as grades if you don’t.

For questions requiring live conversation, come to my online office hours. If a live conversation (whether as a phone call or an online meeting) is needed outside of regular office hours, request it by sending me a Bb Course Message and remember to include several possible times that would work for you so I can reply with which option works in my schedule. If we do a phone call, note that I would be calling from a personal number that will be blocked from showing up on your Caller ID, so you would have to be prepared to accept that call on your phone.

Course coordinator: Samantha Patterson, sjohnson5@utep.edu
Math Department: mathdept@utep.edu

I generally check for and reply to messages at least once a day, except during holidays. Just so you know, on almost all weekends, I check messages on Sunday, but not on Friday evening or Saturday. Please allow one business day for the return of e-mails, and possibly an additional day for email received during evenings, weekends or holidays.

Student Office Hours:

Student office hours are a time where you can get individualized help from me. I am available to discuss questions about course content or concerns you have about the class. During scheduled times, you may drop in my Office Hours Blackboard Collaborate Ultra Room without an appointment (be sure to “speak up” or “raise hand” in case I’m temporarily looking at a student email I’m answering). You are not required to attend the office hours if you do not have questions. If you need help and cannot attend during the scheduled time, please contact me to schedule an appointment or take advantage of one of the other available resources (e.g., our course TA, the UTEP math tutoring center, etc.). Office hours are held only during the normal university schedule. During off-schedule (e.g., Finals Week) or condensed schedule (late start, closed university) times of the year, hours will be adjusted appropriately.

REQUIRED TECHNOLOGY AND MATERIALS

Textbook


Required: You must have the Enhanced WebAssign access code. This gives you full access to both the assignments and the e-book.

Optional: A hard copy of the textbook is available, but not required for the class. The e-book is adequate and comes with the required access code.

Calculator

A scientific calculator (example: TI-30XIIS) that has a permutation/combination key is required. A graphing calculator similar to a TI-83 or TI-84 is recommended. You may find you are able to do what you need without buying a calculator, but instead just using online calculators such as the Desmos scientific or graphing calculators (plenty of online tutorials are available on how to use them), which can even be used on exams.

Online Components

You are required to have a WebAssign homework account.

Ensure your UTEP e-mail account is working and that you have consistent access to the internet and a stable web browser. Mozilla Firefox, Google Chrome, and Safari are the most supported browsers for both Blackboard and WebAssign.

You will need to have regular access to a computer or laptop. Your cell phone is not sufficient for doing coursework.
You will need to have regular access to a computer or laptop. Your cell phone is not sufficient for doing coursework. You will need to download or update the following software:

- Microsoft Office (available for free through UTEP),
- Adobe,
- Windows Media Player or QuickTime Player, and
- Java.

**Blackboard**

Based on available technology options and support, I am exploring the procedures and tradeoffs to “integrate” Blackboard and WebAssign. Based on how that plays out, some resources will be available in Blackboard, some in WebAssign, and some in both. Also, note that you may able to access WebAssign directly or from within Blackboard. Blackboard’s setup supports organizing the course material in a modular format where each chapter is “packaged” as a single module so that all the materials, lecture notes, submission areas, discussion posts are in one area for a given week. WebAssign’s setup, however, supports organizing the course material at a smaller scale – at the level of each individual assessment or section of a chapter.

**WebAssign**

WebAssign is an online Course Management System of Cengage, the publisher of our text. You must have reliable internet to take this course. Use the instructions below to access and register for WebAssign using your official UTEP email account. You will have a 14-day free trial so that you may access your coursework immediately.

Instructions to access and register for WebAssign:

To enter your course on WebAssign on August 23, 2021, go to the WebAssign website and follow these steps:

1) Click on "Enter Class Key"
2) Enter the class key given by your instructor for this section. It is a 12-character string whose first 4 characters are utep. For security purposes, it can’t be written in the publicly-posted syllabus, but is instead in the Announcements section of our Blackboard course shell.
3) We have a lot of sections and each one has its unique Class Key, so be sure to verify the section number and instructor name, then enter your information. Use your UTEP miners e-mail and remember the password you create.
4) The next time you log in, click on "Log In" and enter your UTEP miners e-mail and the password you created.

You are required to purchase an access code to log in as soon as possible and before the grace period ends. If you purchased a new book from the UTEP bookstore, the code should have come with it. When entering the code, enter all the words and characters in the boxes appropriately.

**If/when Blackboard and WebAssign are “integrated”:**

WebAssign is an online Course Management System of Cengage, the publisher of our text. You must have reliable internet to take an online course. Use the instructions below to access and register for WebAssign using your official UTEP email account. You will have a 14-day free trial so that you may access your coursework immediately.
To enter your course on WebAssign on August 23, login to Blackboard:

- [my.utep.edu](http://my.utep.edu)
- Select Blackboard icon > login
- Find course: Math for Social Sciences I (use CRN at top of syllabus)
- On the left menu > select WebAssign Homework > opens new window
- The new window will have instructions to login or create a WebAssign/Cengage account
- You will then be associated with my course

Links to your assignments, quizzes, and exams will be included in each module. You can always access the WebAssign Homepage through the left menu on Blackboard or from the WebAssign link once you are enrolled in the class.

These login instructions are unique to my section. Other sections have different instructions; be aware of that if talking to friends in other MATH 1320 classes.

You are required to purchase an access code to log in as soon as possible and before the grace period ends. If you purchased a new book from the UTEP bookstore, the code should have come with it. When entering the code, enter all the words and characters in the boxes appropriately.

**COURSE OVERVIEW**

**Course Objectives and Learning Outcomes**

Math for Social Sciences I is a pre-calculus course designed for liberal arts, business, and non-science majors.

At the successful completion of this course:

I. A student will be able to model a situation utilizing an appropriate fundamental function (linear, quadratic, exponential, logarithmic) and solve for an unknown variable

II. A student will be able to validate a mathematical model algebraically and graphically

III. A student will be able to model basic financial functions (interest, annuities, loans, and bonds).

IV. Students will be able to construct and solve systems of linear equations utilizing multiple techniques (including row reduction).

V. A student will be able to apply fundamental set and probability properties to calculate the probability for a given situation and utilize this to make decisions on the likelihood of outcomes.

**Activities and Assignments:**

You will find all assignments on WebAssign. Please use Mozilla Firefox, Google Chrome, or Safari since WebAssign works best with these browsers. All work, including homework, quizzes, and exams, will take place through WebAssign.

Three exams and a comprehensive final exam will be given. If it benefits you, the score you receive on the final exam will replace your lowest exam score.

**Wintermester and Test Out:**

If a student receives a grade of "D" or "F," they may register for the Wintermester workshop or take a comprehensive Test Out exam. A grade of 70% or better in the Wintermester course or a 70% or better
on the comprehensive Test Out exam will replace a failing course grade with a grade of "C." (A grade change form will be signed and submitted by the coordinator for Math 1320, Mrs. Samantha Patterson).

Resources:
You will have access to course PowerPoints and videos through the Resources section of WebAssign (click on Resources at the bottom of your WebAssign homepage) and/or Blackboard. You will be able to access PowerPoint lectures from the publisher and the Cengage lecture videos for each section that we cover. In WebAssign and/or Blackboard are Worksheets for each section that include notes and practice problems.

Tutoring
The MaRCS tutoring center offers free tutoring for math classes; their website has more information.

There are several useful features in WebAssign designed to give extra help. These include "Watch it" and "Master it" links. These are publisher-created and are enabled for any homework question in which they are available.

I and/or our class TA are also have office hours to help with questions. Our TA is expected to be assigned within the first week or two of the course and their name and contact information will be posted as an Announcement in our Blackboard course shell when I receive this information (usually during the first or second week of the semester).

Website
UTEP Math 1320 website

WebAssign Tech Help
Cengage offers Digital Course Support and Training resources, technical support (you create a support case), 24/7 Phone Support (1-800-354-9706). Also there are southwest regional Zoom office hours Aug. 16-Sept. 17 from 9am-11am Mountain Time.

General Tech Help
UTEP HelpDesk

Class Activity Settings
Homework Assignments
All homework will be completed on WebAssign. Each question gives you 5 attempts. I recommend you get help after the third incorrect submission rather than waiting until you are out of attempts.

The Ask Your Teacher Feature of WebAssign is the best way to ask questions about your homework as it shows me the entire problem. You are encouraged to use this as the first method of contact whenever you have homework questions.

Quizzes
After a few sections of homework, you will have a 60-minute timed quiz over that material. The quizzes may contain problems you have not seen previously, but they will be based on the same concepts and be of comparable difficulty.
The password for all quizzes is the word **ready**.

Each question has 3 attempts. If you choose to start a quiz less than 60 minutes before the due date, the quiz will conclude at the due date, and your answers will be auto-submitted.

**Exams**

To review for each exam, complete the exam review, which will be available at least one week before the exam date, on WebAssign. The review is a homework score, so be sure to complete the reviews. The exams will be available on WebAssign for 24 hours on the date specified by the course calendar and listed below. The exam itself is timed at 120 minutes (two hours) and will have an accessible scientific calculator. You have 2 attempts at each exam problem.

- Exam 1: Opens 11:59PM MDT on Wed., Sept 22 and closes Thurs., Sept 23 at 11:59 PM MDT
- Exam 3: Opens 11:59 PM MST on Wed., Dec 1 and closes Thurs., Dec 2 at 11:59 PM MST

The password for all exams is the word **ready**.

If you choose to start an exam less than 120 minutes before the due date, the exam will conclude at the due date, and your answers will be auto-submitted.

**Final Exam**

The final exam will be available for three days during final exams week. This is a comprehensive exam and is required for all students. Remember, the final exam is worth 25% of your overall course grade. The final exam is timed at 165 minutes (2hr 45min) and will have a access to a scientific calculator (e.g., Desmos).

The password for the final exam is the word **ready**.

The final exam will open at 12:01 AM MST on Monday, December 6, and close on Wednesday, December 8, at 11:59 PM. In other words, you will have a window of 3 days (or 72 hours) within which to take your 165-minute timed exam.

**Timed Assignments:**

For all timed assignments, the clock begins once you open the assignment. This clock will not stop for any reason, even if you log out. For this reason, it is important to check for any updates on your computer before beginning the timed assignments. The due date will change to reflect the time limit for timed assignments once you begin the quiz or exam.

**Course Schedule:**

A comprehensive course schedule is attached as the last pages of this syllabus. Semester highlights are included.

- **August 23**   First Day of UTEP Classes
- **September 6** UTEP Labor Day holiday
- **September 8** Census Day (Last day to drop without a W)
- **October 29**  Drop Day (Last day to drop with a W)
- **November 25-26** UTEP Thanksgiving holiday
- **December 2**   Last Day of UTEP Class Meetings
- **December 6-10** Final Exams Week
Grading Policy

You will be graded on homework, quizzes, in-class exams, and a final exam

15% Homework Assignments
15% Quizzes
15% Exam I
15% Exam II
15% Exam III
25% Final Exam

Letter grades are determined according to the following scale:

A 90-100
B 80-89
C 70-79
D 60-69
F <60

Drop Policy

*The Drop Date for this semester is Friday, October 29, 2021, before 5:00 PM MDT. No drops will be approved after this date or time.*

Students who decide to drop the course must process a drop form by e-mailing records@utep.edu by October 29 before 5:00 PM MDT. Please note that the College of Science will remain aligned with the university deadline and will not approve any drop requests after that date.

Incomplete Grade Policy

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

COURSE COMMUNICATION:

How we will stay in contact with each other

Because this is an asynchronous online class, we won’t be having in-person or regularly scheduled group meetings. However, there are several ways we can keep the communication channels open:

- **Office Hours:** We will not be able to meet on campus, but I will still have office hours for your questions and comments about the course. My office hours will be held online using Blackboard Collaborate Ultra, using [this link](#) during the times below (any additions or changes will be posted as an Announcement in Blackboard and/or WebAssign). When you arrive for office hours, be sure to click the “raise hand” so that (1) I will hear a sound to know someone has arrived in case I am looking at a student email I am answering, and (2) I will have a record of the order students arrive so I can answer questions in that order.
  - Mondays: 9-9:50 am Mountain Time
• Thursdays: 10-10:50 am Mountain Time
• Fridays: 11–11:50 am Mountain Time

• **Email:** As mentioned earlier, Blackboard Course Messages is a much better way than email to contact me. I will make every attempt to respond to your message within 24 hours of receipt, but it may take a bit longer during holidays or non-business days. If Blackboard is down and you send me an email, be sure to email from your UTEP student account and please put the course number in the subject line. In the body of your e-mail, clearly state your question. At the end of your e-mail, be sure to put your first and last name, and your university identification number.

• **Announcements:** Check the Blackboard and WebAssign announcements daily for any updates, deadlines, or other important messages.

**ADDITIONAL COURSE POLICIES AND STATEMENTS**

**Make-up Policy**

**Homework**
An automatic homework extension can be requested within 7 days after the due date. To do so, log in to WebAssign and click on My Assignments. Scroll to the assignment you want to extend and click Request Extension. Select "Automatic" and "Accept" the extension. The new due date will be 48 hours from the time the extension is requested. Note, this means that due time will also change. No penalty will be applied to problems submitted after the original due date.

Once you have viewed the answer key to a homework assignment, the system will not allow you to request an automatic extension for it (and it will notify me so that I will know not to approve a manual extension).

**Quiz**
There are no automatic extensions for quizzes since they (unlike homework) are timed. Quizzes are available before their due date. Please make plans to take the quiz early if you have a conflict.

If you feel like you have some extenuating circumstance or have an excused absence that will keep you from completing the assignment or quiz in a timely manner, please contact me right away and be prepared to show supporting documentation.

**University-Sponsored Events:**
These include conferences, student-athletes' competitions, etc. The student needs to inform me of any traveling conflicts before leaving and plan to make adequate arrangements to make up the missed material with one week of returning. Failure to do so will result in the forfeiture of points.

**Exams**
A make-up exam will be given only in extraordinary circumstances such as severe illness or death in the immediate family, and with appropriate documentation (e.g., doctor's note).

**Alternative Means of Submitting Work in Case of Technical Issues**
I strongly suggest that you submit your work with plenty of time to spare if you might encounter a technical issue with the course website, network, and/or your computer. I also suggest you save all your work (answers to homework, quizzes, and exams) in a separate Word document or hand-written notebook as a back-up. This way, you will have evidence that you completed the work and will not lose
credit. If you are experiencing difficulties submitting your work through the course website, please contact the UTEP Help Desk.

You can email me your back-up document as a last resort. You must also relay proof of the technical issue with either a screenshot of the WebAssign issue or email from your internet provider of an outage in your area.

**Attendance Policy:**
You are expected to work toward the completion of the course assignments daily. Attendance in this course is measured by the completed tasks. Failing to complete tasks is equivalent to being absent. Failure to complete assignments for several weeks may result in you being dropped from the course. You are expected to check Blackboard and your UTEP miners e-mail daily for announcements as well as the Announcement section in WebAssign and/or Blackboard.

**Academic Integrity Policy:**
The University policy is that all suspected cases or acts of alleged scholastic dishonesty must be referred to the Dean of Students for investigation and appropriate disposition. Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, and any act designed to give an unfair advantage to a student or the attempt to commit such acts.

Each student is responsible for notice of and compliance with the provisions of the UT System Regents' Rules and Regulations. All students are expected and required to obey the law, comply with the Regents' Rules and Regulations, with System and University rules, with directives issued by an administrative official during his or her authorized duties, and observe standards of conduct appropriate for the university. A student who enrolls at the university is charged with the obligation to conduct himself/herself in a manner compatible with the university’s function as an educational institution. Any student who engages in conduct that is prohibited by Regents' Rules and Regulations, U. T. System or University rules, specific instructions issued by an administrative official or by federal, state, or local laws is subject to discipline, whether such conduct takes place on or off-campus or whether civil or criminal penalties are also imposed for such conduct.

**Course Netiquette Policy:**
All correspondence with your instructor, TA, and other students should be conducted in an appropriate and professional manner. Please be considerate of your tone and word choice when conducting correspondence.

**Accommodation Policy:**
The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the
Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the UTEP Center for Accommodations and Support Services (CASS). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the CASS portal, AIM.

COVID-19 Precautions
Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on any appropriate accommodations and formulate a strategy to help you get caught up as soon as you are physically able. If you have tested positive for COVID-19, you are encouraged to report your results to COVIDaction@utep.edu, so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID-19 testing.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that Miners can take care of Miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area, and will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit epstrong.org.

Military Statement:
If you are a military student with the potential of being called to military service or training during the semester, you are encouraged to contact me as soon as you receive your orders.

Copyright Statement:
Course Materials
All materials used in this course are protected by copyright law. The course materials are only for the use of students currently enrolled in this course and only for the purpose of this course. They may not be further disseminated.

Class Recordings
[While an asynchronous class does not have regular scheduled meetings, this policy would apply if we, for example, tried offering an optional live review session, recording it and posting the recording.] The use of recordings will enable you to have access to class lectures, group discussions, and so on in the event you miss a synchronous or in-person class meeting due to illness or other extenuating circumstance. Our use of such technology is governed by the Federal Educational Rights and Privacy Act (FERPA) and UTEP’s acceptable-use policy. A recording of class sessions will be kept and stored by UTEP, in accordance with FERPA and UTEP policies. Your instructor will not share the recordings of your class activities outside of course participants, which include your fellow students, teaching assistants, or graduate assistants, and any guest faculty or community-based learning partners with whom we may engage during a class session. You may not share recordings outside of this course. Doing so may result in disciplinary action.

COURSE RESOURCES
UTEP provides a variety of student services and support where you can get assistance:
Academic and Technology Resources

• **Help Desk**: Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus, Academic Resources.

• **UTEP Library**: Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.

• **Math Tutoring Center (MaRCS)**: Ask a tutor for help and explore other available math resources.

Individual Resources

• **Military Student Success Center**: Assists personnel in any branch of service to reach their educational goals.

• **Center for Accommodations and Support Services**: Assists students with ADA-related accommodations for coursework, housing, and internships.

• **Counseling and Psychological Services**: Provides a variety of counseling services including individual, couples, and group sessions as well as career and disability assessments.
<table>
<thead>
<tr>
<th>Week</th>
<th>first day of week</th>
<th>Sections Covered</th>
<th>Assignments Due</th>
<th>Events</th>
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<tbody>
<tr>
<td>1</td>
<td>22-Aug-21</td>
<td>Getting Started with WebAssign</td>
<td>8-26-21 11:59 PM MDT</td>
<td><strong>Assignments in blue are required homework grades intended to assist students</strong></td>
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<td>Quiz on the Syllabus</td>
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<td>1.1 Functions from 3 viewpoints</td>
<td>8-30-21 11:59 PM MDT</td>
<td><strong>Assignments in gold are quizzes. Time limit is 60 minutes; password: ready</strong></td>
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<td>1.2 Functions and Models</td>
<td>9-1-21 11:59 PM MDT</td>
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<td>Quiz 1 (1.1, 1.2)</td>
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<td>3</td>
<td>5-Sep-21</td>
<td>1.3 Linear Functions &amp; Models</td>
<td>9-5-21 11:59 PM MDT</td>
<td><strong>Assignments in yellow are exams. Time limit is 2 hrs; password: ready</strong></td>
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<td>1.4 Linear Regression</td>
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<td>Quiz 2 (1.3, 1.4)</td>
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<td>2.1 Quadratic Functions and Models</td>
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<td>Quiz 3 (2.1)</td>
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<td>2.2 Exponential Functions and Models</td>
<td>9-16-21 11:59 PM MDT</td>
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<td>19-Sep-21</td>
<td>2.3 Logarithmic Functions and Models</td>
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<td>26-Sep-21</td>
<td>3.1 Simple Interest</td>
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<td>3.3 Annuities, Loans &amp; Bonds</td>
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<td>10-Oct-21</td>
<td>4.1 Systems of 2 Equations in 2 unknowns</td>
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<td>Quiz 6 (3.3)</td>
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<td>17-Oct-21</td>
<td>4.2 Using Matrices to Solve Systems</td>
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<td>Quiz 7 (4.1, 4.2)</td>
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<td></td>
<td>4.3 Applications of Systems of Eqns</td>
<td>10-21-21 11:59 PM MDT</td>
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<td>24-Oct-21</td>
<td>Quiz 8 (4.3)</td>
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<td>7.1 Sets and Set Operations</td>
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<td>Quiz 9 (7.1, 7.2)</td>
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<td>7.3 Decision Algorithms</td>
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<td>7.4 Permutations &amp; Combinations</td>
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<td>Quiz 10 (7.3, 7.4)</td>
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<td>8.5 Conditional Probability</td>
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<td>Quiz 12 (8.3, 8.4, 8.5)</td>
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<td>Final Exam Review</td>
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