



Math Analysis for Business
Math 1203-MX1 MINI-MAY 2019

Course Essential Information

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Virtual Office Hours/Hours of Availability: Specific times will be determined after surveying class; I try to reply to all emails within 24 hours. All course time/due dates are Central time zone CDT.

Course Description: This course is designed to offer a review of algebra and teach linear and quadratic equations, graphs, the mathematics of finance and matrix solutions to systems of equations/inequalities.

Textbook & Instructional Materials: MyMathLab (MML), an online program from Pearson Publishing, is required. An e-copy of the textbook is included in the purchase of this program, so it is not necessary to purchase a hardcopy of the textbook. Textbook: Finite Mathematics for Business, Economics, Life Sciences, and Social Sciences (13thed) by Barnett et al.

Online Course Requirements

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage.

My Math Lab (MML)

**** MyMathLab is a REQUIRED portion of this course.****

This online course management program from Pearson Publishing is used for most assessments in the course. A specific MML course has been created for your class and is linked from the D2L course. You will need to purchase MML, either from the campus bookstore or directly online from the publisher when first accessing the MML website through D2L. When using MML for the first time in this course, you will need to run a browser check and download necessary plug-ins including the Pearson LockDown Browser.

Computer Requirements

Taking an online class requires you to have access to a computer (with Internet access) to complete and upload your assignments. *Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.* Your computer being down is not an excuse for missing a deadline!! It is your responsibility to have (or have access to) a working computer in this class. There are many places to access your class; our online classes can be accessed from any computer in the world which

is connected to the internet. If you have technical difficulties using a personal computer, first check your computer security settings, your pop-up settings, and/or try a different browser. If you continue to have technical difficulties, then you will need to contact Pearson's MML customer technical support.

Course Structure and Schedule

The course is usually designed as a semester-long course which cannot be completed in one intense short interval. However, the May Mini-Term semester experience is unique in that the entire semester must be completed within a three-week time frame. There are three units to be completed in sequential order. Unit 1 must be completed by May 20; Unit 2, by May 25; and Unit 3, by May 30. There is a pronounced structure of prerequisites as you progress through MML in each unit: homework > quiz > homework > quiz > unit test. Each forward progression requires meeting a minimum grade standard: 70% on homework assignments and 60% on quizzes. Each unit must be completed in order to gain access to the next unit. The comprehensive final exam will be made available after completion of Unit 3; the final exam must be completed by midnight on Friday, May 31.

Evaluation/Grading Policies

D2L Assignments/Assessments

There are various graded activities that are only accessed through D2L; examples include all required discussions, a syllabus quiz, and a mid-term assignment; some of these activities will not be included in the compressed May Mini-Term semester. Any D2L grades will be manually added to your MML gradebook so that all course grades will be located in one place. The D2L gradebook is not utilized in this course.

MML Homework

A MML online homework assignment has been created for each textbook section included in the course. At the end of the semester, the lowest three homework scores will be dropped; the remaining scores will be averaged to determine your homework grade for the course. Many homework assignments include supplemental media resources to be viewed either as a prerequisite to opening the assignment or as items included within the assignment. Even when these media resources are not specifically required for completion of an assignment, be aware that these types of resources are available to you as additional tools to aid in your understanding of the material. You must make at least a 70% on each homework assignment in order to continue forward progress in the course.

MML Quizzes

Short quizzes are also included as part of the course work grade generated in MML. A quiz cannot be opened and attempted until after the pertinent homework assignments are completed successfully. A minimum quiz grade of 60% is required as a prerequisite to proceed to the next assignment. Students are allowed two attempts at each quiz. At the end of the semester, the lowest quiz score will be dropped before computing the final course grade.

Exams

There are three unit tests, each worth 15% of the course grade. It is possible that any of the three unit tests may be set up as proctored exams. If so, this will be accomplished using ProctorU.

Final Exam

The final exam is comprehensive and worth 30% of the course grade. It must be proctored. Be aware that online options for proctoring an exam result in an additional expense for the student and may require the use of a webcam. We will use the company ProctorU. You will need to create an account with ProctorU if you do not already have one and, as you approach the end of the course, schedule an appointment time for taking the final exam

Grading

There will be three unit tests, a comprehensive final exam, and a course work grade which will be generated from all required assignments and quizzes (both D2L and MML). This semester the percentage breakdown of the final course grade is as follows:

- Test #1 – 15%
- Test #2 – 15%
- Test #3 – 15%
- Final exam – 30%
- Assignments, including MML homework and D2L required participation items – 10%
- Quizzes, including MML and designated D2L items – 15%

Academic Misconduct Policy & Procedures

Academic Dishonesty : Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

Services for Students With Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

Important Note

Changes in the course syllabus, procedures, assignments, & schedule may be made at the discretion of the instructor.