MIDWESTERN STATE UNIVERSITY

Math Analysis for Business
Math 1203-X20   SPRING 2020

Course Essential Information

Professor: Marina Lynn Jones

E-Mail: marina.jones@msutexas.edu

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.

On-campus Office Hours: M 2:00 – 4:00; W 3:00 – 4:00; TR 3:30 – 4:00; Help Lab M 4:00 – 5:00

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 (14th ed) by Barnett et al. A calculator that has exponential and logarithmic function keys as well as a Matrix Editor is required beginning with Unit 2; any graphing calculator will have these features but the instructor will utilize a TI 84. An additional financial requirement will be incurred when taking exams that require the use of the fee-per-use online proctoring service ProctorU.

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 under the tab Online Courses.

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 designed to be completed in a sequential manner; it cannot be completed in one intense short interval. The course content consists of three units. Each unit must be completed within a specific time frame with a deadline for completion; however, each individual student's pace through the unit can vary. Unit 1, Review of Algebra, must be completed by 2/19 but can be finished much sooner. It will be available from 1/21 – 2/19 with all MML work completed no later than 2/17 and the unit test taken no later than 2/19. More specific due dates for individual assignments/quizzes will be communicated via D2L and MML. Unit 2, The Mathematics of Finance, will be available 2/16 – 3/12 with MML work completed no later than 3/9 and the two unit tests taken no later than 3/12. Unit 3, Linear Programming, will be available 3/11 – 4/24 with MML work completed by 2/22 and the test taken by 2/24. The comprehensive final exam will be made available after all units are completed; the projected span for the final exam is 4/29 – 5/1 but these dates will not be finalized until closer to the end of the semester. Notice that there is an overlap of a few days between units, so that you can start the next unit as soon as you take the previous unit's test. Contact the instructor if there is an urgent need to accelerate this schedule.

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.

Withdrawal Date
Last Day to drop with a grade of "W" is Monday, March 30, 2020.

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. Individual D2L log-in activity, including access of available instructor-created supplemental material, is required and will be closely monitored. Any D2L-generated 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. There are numerous and varied supplemental media resources provided as part of MML. Even though these items 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. The MML assignments are set up to allow you multiple opportunities to get credit for each problem and thus attain a very good homework grade. 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. Unlike the homework assignments, you only get one opportunity to answer each question correctly. 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 four tests, each worth 100 points. Test #1 covers Unit 1 and Test #3 covers Unit 3. The financial material in Unit 2 is critical in a business analysis math class and will be covered by two tests: Test #2A and Test #2B. It is possible that any or all of these tests may be set up as proctored exams. Be aware that online options for proctoring an exam result in an additional expense for the student and require a strong steady internet signal as well as the use of a webcam. We will utitlize both Pearson's internal Lockdown Browser and the independent service ProctorU for this purpose. Specific information will be provided as the time of each test approaches.

Final Exam

The final exam is comprehensive and worth 100 points. It is required of all students in order to complete the class and it must be proctored.

Grading

There will be four tests, a comprehensive final exam, and a coursework grade which will be generated from all required assignments and quizzes (both D2L and MML). This semester the maximum number of total points possible is 600 points, and the point breakdown is as follows:

- Test #1 - 100 points
- Test #2 – 200 points (100 points for part A and 100 points for part B)
- Test #3 – 100 points
- Final exam - 100 points
- Assignments, including MML homework and D2L required participation items – 50 points
- Quizzes, including MML and designated D2L items – 50 points

The final course grade will be determined by the earned percentage of possible points. The point range for each letter grade is as follows: 540-600 points earns an A, 480-539 points earns a B, 420-479 points earns a C, 360-419 points earns a D, and below 360 points earns an F.

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, policies and procedures, assignments, & schedule may be made at the discretion of the instructor.