



Math Analysis for Business

Math 1203-X40

Summer II 2026

Course Essential Information

Instructor: Marina Lynn Jones

Office: Dillard 211B Office phone: N/A - do not leave a voicemail

E-mail: marina.jones@msutexas.edu

Virtual Office Hours/Hours of Availability: Specific times will be determined after surveying class. I am usually able to reply to all emails within 24 hours (up to 48 hours in some cases), except on weekends. Please note that emails received after 5:00pm should not expect a reply before 1:00pm the next weekday. All course times/due dates are Central time zone.

Course Objective/Description:

Topics in Math 1203 include a review of algebra including linear and quadratic functions, the mathematics of finance including sinking funds and amortization, and systems of linear equations/inequalities including matrices and elementary linear programming. Successful completion of this course will fulfill the core math requirement of the student's degree plan.

Textbook & Instructional Materials: MyLabMath (MML) an online course management program from Pearson Publishing is REQUIRED and is described in more detail below. A 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.

Additional Required Materials/Expenses: A laptop or desktop computer, a webcam, and internet access are required. Chromebooks, tablets, and mobile devices will not satisfy the technical specifications for the proctored assessments that will be required. A calculator that has both exponential and logarithmic function keys as well as a Matrix Editor is required after Unit 1. Not all scientific calculators will have a Matrix Editor but all graphing calculators will have all these features. A spiral notebook/binder/pocket folder is needed to keep all work organized and accessible. Both the Pearson Lockdown Browser and the Respondus proctoring suite which includes Respondus Monitor are used throughout the semester for assessments. Respondus is available as a free download through MSU's website. The fee-per-use service ProctorU may be used for one or more tests including the required comprehensive final exam.

Online Course Requirements

Computer Requirements: This class requires you to have access to a computer with a webcam and a strong internet connection in order to complete assignments and to take proctored assessments (quizzes and/or tests). Chromebooks, tablets, and mobile devices will not satisfy the technical specifications required for proctored assessments. Computers with the necessary proctoring software installed are available for student use throughout the

campus. This means that issues with your personal computer or internet access cannot be used as an excuse for missing a deadline! Assignments are due by the published due date, and technical difficulties with a personal computer will not be considered sufficient reason for the instructor to allow students extra time to submit assignments. 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 either the MSU D2L support page or Pearson's MML customer technical support or use one of the many computer labs on campus to access MML or D2L.

Desire2Learn: D2L is an integral part of this course. This class has a designated course homepage on D2L which you are required to log into every weekday Monday through Friday until further notice. The Daily News announcements posted on the course's D2L homepage serve as a fundamental and primary source of communication from the instructor to the class. You are responsible for all information posted in the Daily News announcements on our D2L homepage. The link to our specific MML course is located on the D2L homepage.

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

MyMathLab (MML): 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. Required digital materials for this course are part of the Courseware Access and Affordability Program at MSU Texas. Students are charged for these required course materials on their student account with the Business Office. Opt-out instructions are sent via email on the first day of class. Any student who wishes to opt-out of the Program and purchase the required course materials on their own must do so prior to the date indicated in that email. Please contact the MSU Bookstore if you have any questions about the opt-out process. If you opt-out of this program, then you will need to purchase MML, either from the campus bookstore or directly online from the publisher. **I strongly recommend that you do not opt-out of this program** as doing so will incur added expense and will significantly delay your access to course materials. When using MML for the first time in this course, you will need to run a browser check.

Help/Tutoring Resources: In general, I endeavor to reply to all emails received in a timely manner and within 24 hours; however, emails received after 5:00pm weekdays or over the weekend should not expect a reply before 1:00pm on the next weekday. An excellent resource for local students is MSU's Tutoring & Academic Support (TASP) center. The TASP office is located on the first floor of Moffett Library. TASP offers tutoring both by appointment and on a walk-in basis for students on campus. Check out TASP on the MSU website under Academics for additional information. The most accessible and convenient source of help is provided by the various options available 24/7 within MyLabMath.

Important distinction: Using help options available on MML or searching for helpful videos on YouTube or forming study groups or reaching out to TASP are all commendable and acceptable ways to seek out supplemental assistance with the material covered in the class. Copying the work of another student or getting homework answers directly off the internet or using ChatGPT, PhotoMath, or Snapchat (or something similar) to generate work that is not your own – none of these are acceptable in this class and each one represents academic misconduct in violation of the student conduct code. Mathematics is not a spectator sport; it requires active participation in order to master specific problem-solving skills. The purpose of assignments is to learn these skills - not to copy off the internet in order to get a grade that has no relevance to your level of mastery. A student with very high homework and online

quiz grades who cannot replicate those results in person creates doubt as to possible academic misconduct. Consequences for misconduct range from receiving a zero on an assignment to being dropped from the course with an F to even more serious repercussions for repeated infractions.

Attendance and Participation Policies

Attendance/Participation

Attendance is an essential component of this course and is required. If this were a traditional face-to-face class, the attendance policy for Math 1203 would state: If you are absent from more than four classes, you may receive a grade of "F" for excessive absences and lack of participation. In this online course, daily attendance, at a minimum level, corresponds to logging into the D2L course homepage and reading the Daily News post every weekday Monday – Friday. This daily login serves the same purpose as taking attendance in a traditional class. Online attendance expands to include participation in required activities such as discussion forums, specific check-in activities, adhering to communication requests, and completing homework assignments in a timely manner.

Excused or Unexcused Absences

This policy will be interpreted in accordance with the attendance requirements stated above. Absences are not categorized as excused or unexcused. All absences from class will be counted as official absences except authorized absences as defined in the Student Handbook. If you miss class due to hospitalization or a death in your family, you should notify the Dean of Students immediately. Absences due to required participation in university-sponsored activities must be approved by the Athletic Director and the Vice President for Academic Affairs. It is the responsibility of the student to arrange with the instructor to make up all work missed during an authorized absence.

Drop Policies

Instructor Drops: Instructors may drop a student from class for disruptive conduct which in an online class could include inappropriate comments made via email or discussion forums, consistently failing to complete class assignments, as well as excessive absences as outlined above. A student dropped for any of these reasons will receive a course grade of "F".

Student Drops: Students receiving financial aid should contact the financial aid office before initiating a student drop. The last date to drop any course is Wednesday, July 22, 2026.

Course Structure and Schedule

This online summer course covers the full scope and material of the long-semester Math 1203 class but does so in less than five weeks so it moves very quickly. This is not an open-ended unstructured online course; rather, the scheduled course work is designed to be completed in a sequential manner. As such, there are many required due dates throughout the duration of the semester and thus the work cannot be completed in one intense short interval at the very last minute.

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, is projected to be completed by July 16; Unit 2, The Mathematics of Finance, by July 27; and Unit 3, Systems and Linear Programming, by August 4. Each unit will consist of assignments, quizzes, and a unit test and the schedule of due dates will be communicated via D2L and MML. The comprehensive final exam must be completed by midnight on August 6.

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: 60% on homework assignments and 60% on quizzes. Each unit must be completed in order to gain access to the next unit. Contact the instructor if there is an urgent need to accelerate this schedule.

Course Components

D2L Assignments

There are various graded activities that are only accessed through D2L; examples include all required discussions. Individual D2L log-in activity 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 full 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. You are required to keep your assignments organized in a spiral notebook (or loose-leaf binder) in which you will write out the step-by-step work needed to solve each problem. You may be asked to present evidence of your work during "spot checks", tutoring sessions, or as documentation. MML assignments are set up to allow you multiple opportunities to get credit for each problem and thus attain a very good homework grade. There are numerous and varied supplemental media resources provided as part of MML. Even though these items are not always 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.

Forward progress requirement: You must make at least a 60% (lowest passing grade) on each homework assignment in order to continue to the next assignment or quiz and maintain forward progress in the course. Allow yourself time to take advantage of the numerous help options on MML in order to maintain forward progression.

Homework Due Dates: Each MML assignment will have a specified due date – both date and time of day. After this due date, the assignment will still be accessible but will incur a late penalty and a 10% deduction in the grade. The late penalty will only apply to those problems completed after the due date. If the assignment was not started before the due date, it will show as "past due". This "past due" designation on the MML assignment list acts like a warning signal that you are falling behind the schedule needed to maintain progress and be prepared for assessments. The assignment will remain available in late "past due" mode until the night before the unit test over the included material. After the unit test, the assignment can no longer be completed and all "past due" assignments will automatically be updated to zeroes in the MML gradebook.

MML Quizzes

Short quizzes are also included as part of the course work grade generated in MML. Expect most MML quizzes to require video proctoring using the Pearson LDB and Respondus Monitor – detailed information regarding this will be posted in the D2L Daily News. 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. 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.

Quiz Due Dates: A quiz must be completed by its due date. Tentative quiz due dates are as follows: 7/10, 7/14, 7/15, 7/22, 7/26, and 8/1. These dates are subject to change and any adjustments will be posted in the Daily News on the D2L course homepage.

Forward progress requirement: You must make a minimum grade of 60% on a quiz in order to continue to the next assignment listed on MML and maintain forward progress in the course.

Unit Tests

There are three/four unit tests in addition to the final exam. Test #1 covers Unit 1, Review of Algebra, and Test #3 covers Unit 3, Systems and Linear Programming. 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. All tests will be taken on MML and will require video-proctoring using the Pearson Lockdown Browser and Respondus Monitor + webcam. Be aware that online options for proctoring an exam require a strong steady internet signal as well as the use of a webcam. Specific information will be provided as the time of each test approaches and will be posted on the D2L homepage.

Comprehensive Final Exam

The final exam is scheduled for Thursday August 6, 2026. The exam is comprehensive and worth 200 points. It is required by all students in order to complete the course and must be proctored. If needed, the independent fee-per-use proctoring service ProctorU may be used for the purposes of ensuring exam integrity.

Test Dates

The unit tests are tentatively scheduled for July 16, July 27(both 2A & 2B), and August 4. The final exam is scheduled for Thursday, August 6, 2026.

Grading/Evaluation Policies

Grade Computation

There will be four unit tests, a comprehensive final exam, and a coursework grade which will be generated from all required assignments and quizzes. This semester the maximum number of total points possible is 700 points, and the point breakdown is as follows:

- Test #1 – 100 points
- Test #2A – 100 points
- Test #2B – 100 points
- Test #3 – 100 points
- Final exam – 200 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 is determined by the earned percentage of possible points. The point range for each letter grade is as follows: 630-700 points earns an A, 560-629 points earns a B, 490-559 points earns a C, 420-489 points earns a D, and below 420 points earns an F.

Important exception: Your course grade will be adjusted if your comprehensive final exam grade is significantly lower than your grade average before taking the final exam. In general,

your course grade cannot be more than one letter grade higher than your final exam grade. This policy is necessary to help ensure the integrity of the course.

MML Gradebook

Be aware that the overall average shown in the MML gradebook is a running average of completed work and can change dramatically as quiz and test scores are added into the gradebook. The full D2L gradebook is not utilized in this class; instead, all D2L-generated grades will be added into the MML gradebook as off-line entries.

Make-up Policy

Make-up tests are generally not allowed, so a missed test will result in a grade of "0". Per the instructor's discretion, a make-up test may be considered only in exceptional situations and only with timely, preferably pre-test, communication from the student. In extenuating circumstances that include prompt communication by the student, it may be possible to replace the zero on one missed test with the grade earned on the comprehensive final exam up to a maximum grade of 70%. This is at the instructor's discretion and is determined on a case-by-case basis. Make-up quizzes will not be given; a missed due date, for any reason, for a quiz will result in an automatic grade of "0" on the quiz. There is no make-up option for the final exam.

Inclement Weather Policy

Since this is a fully-online course, campus closures due to inclement weather generally do not affect any published due dates and the course will continue without interruptions. In the event of a prolonged campus closure, check our D2L course homepage for specific and up-to-date information regarding this policy.

Email

D2L email: I will be communicating via D2L from our course homepage so be sure to re-configure your D2L settings using your preferred email address. Instructions for how to do this are included under Content on the D2L course homepage.

MSU email: Effective January 1, 2024, all official university correspondence will go to your **@my.msutexas.edu** email address rather than to the preferred email address you may have listed in Banner/WebWorld.

Changes in the course syllabus, policies and procedures, assignments, tests, schedule, and proctoring requirements may be made at the discretion of the instructor.

University Policies regarding Academic Misconduct

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. Students should refer to the current MSU Student Handbook and Activities Calendar and the MSU Undergraduate Bulletin for university policies on academic dishonesty, class attendance, student rights & activities.

Grade Appeals and Academic Honesty Checklists

These checklists are available on the MCOSME website and provide information on the process for grade appeals or appeals of academic honesty sanctions. The [Grade Appeal Checklist](#) provides the timeline for appealing from the instructor to the next in line (dean of the college). The [Academic Honesty Checklist](#) describes the timeline for appealing from the instructor to the next in line (chair of department) and who must be notified of academic honesty infractions.

University Policies & Services

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](#).

Campus Carry Rules/Policies

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

Active Shooter Policies

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [Safety / Emergency Procedures](#). Students are encouraged to watch the video entitled "*Run. Hide. Fight.*" which may be electronically accessed via the University police department's webpage: ["Run. Hide. Fight."](#)