

**Spring 2022 Syllabus (Online Course)****Prof. Sarah Quintanar****Office: 274G****Office Phone: (940) 397-4990****Email: [sarah.quintanar@msutexas.edu](mailto:sarah.quintanar@msutexas.edu)****Office Hours: (all office hours will be held through Zoom)****Tues. 11:00 to 12:00 and 1:30 to 2:00****Wed. 10:00 to 12:00****Thurs. 11:00 to 12:00 and 1:30 to 2:00****Also Available by Appointment****Course Description:****1. From the MSU Course Catalog:**

Prerequisite(s): MATH 1203, MATH 1233, or equivalent (MATH 1534, MATH 1634), and may not be taken concurrently.

Economic principles to describe behavior of business firms under conditions of competition or monopoly and to explain what determines product and resource price levels. An application of economic tools to select problems in monopoly, income inequality, and taxation.

This course is one of the nine courses comprising the Business Core in the Dillard College of Business Administration. Students must earn an overall GPA of 2.20 or higher in the Business Core in order to be admitted to the Dillard College of Business Administration.

**2. In other words:**

The goals of this course include being able to systematically understand and compare outcomes resulting from individual and group decisions or choices (both favorable and unfavorable). As such, this course is an introduction to economics as a science: as a body of analytical models (theories) that yield verifiable implications about the real world. This course has a simple goal: to introduce you to the basic theories of economics, to give you practice thinking critically using these theories, and to be able to apply what you learn in this semester to your everyday life long after the conclusion of the course. In other words, the object of this course is not to make you a theorist or practicing economist, but to enable you to be able to:

**Course Specific Learning Goals:**

1. Understand and apply demand and supply models
2. Learn basic roles of government in markets.

3. Understand production and costs.
4. Understand pricing and production under perfect competition and monopoly.
5. Learn basic concepts about resource markets.
6. Become aware of income inequality and government policies.
7. Differentiate between market structures and explain their implications for pricing, output, and efficiency issues.

**Text:**

We will be using an online homework companion: MyEconLab, which contains an e-book. Required digital materials for this course are part of the Courseware Access and Affordability Program at MSU Texas. Students are charged for required course materials on their student account with the Business Office. Any students who wish to opt-out of the Program and purchase the required course materials on their own must do so prior to 02/07/22. Opt-out instructions are sent to students' official my.msutexas.edu email address after the first day of class. Please contact the MSU Bookstore if you have any questions about the opt-out process.

You are required to have access to MyEconLab. Any student who has not set up their MyEconLab account after the second week of the semester will be dropped from the class (you cannot pass without this resource). The book is: Hubbard and O'Brien "Microeconomics" 6<sup>th</sup> edition and is available as ebook through your MyEconLab materials.

**I will also provide practice problems, videos, and/or discussion topics for each section of material. These should clarify the book chapters and are important for you to really understand the difficult material.**

**YOU MUST READ THE BOOK CHAPTERS (AND D2L NOTES), COMPLETE MYLAB ASSIGNMENTS AND ASK QUESTIONS IF YOU HOPE TO SUCCEED IN THE COURSE.**

My response time for email or phone (email is usually a faster option, in case I am not in my office when you call) questions will be 24 hours at most during the weekday, and I will respond to weekend emails before the end of the day on Mondays. However, rarely will my response time really be this long.

**Grading Policy:**

Your grade in this class will be determined by your performance on assignments within MyEconLab ("PREPARE Reading", "ASSESS Quizzes" and "ASSESS Homework"), two mid-term exams, and a cumulative final exam. The grading scale is based on a 100 point scale (A is 90 to 100, B is 80 to 89, C is 70 to 79, D is 60 to 69 and F is 59 or less). The

grade you receive is the grade you earn, no exceptions. Note that your graded homework assignments are WITHIN MyEconLab. **You will be dropped from the course if you do not login to your MyEconLab account within the first two weeks of class- you cannot succeed in the course without access.**

	Weight
MyEconLab: Prepare Reading, Assess Quiz and Assess Homework Assignments	35%
Exam 1	20%
Exam 2	20%
Exam 3	25%

The prepare reading assignments and assess chapter quizzes are due (almost) weekly as we cover chapters of the textbook and are meant to benefit students who work hard. Do not underestimate the importance of these assignments on your overall course grade. You will have plenty of time to complete each assignment, so there should be no reason for you to miss one. If you do, and have a valid reason why you could not complete the assignment at any time the prior week that it was posted, you will not be able to make it up, but that assignment will just be excluded from your overall grade. These are completed within MyEconLab: due dates can be found there as well as in your "Course Calendar (schedule) document in D2L. You have unlimited attempts for the reading assignments and 2 attempts for quizzes, but remember they cannot be turned in late.

The assess homework assignments will also be completed within MyEconLab, but each question has unlimited attempts. I strongly suggest you complete these assignments weekly as we cover the chapters, however, their technical due date is the last day of class: April 28. Each question has an unlimited number of attempts as well as helpful guides in completion and references to the chapter. These should be very helpful in preparing you for exams as well as testing your knowledge of each chapter. Again, please be sure to consistently devote time to completing your MyEconLab assignments. Altogether, they are worth 35% of your grade and are a very important component to your learning!

There will be **two** mid-term exams which will count for a combined 40% of your course grade. If you miss an exam, your final will be weighted more heavily to account for the missed exam (for example, if you miss Exam 1, the final will be worth 45% instead of 25). Exams **cannot** be made up—no exceptions. You will have a "Real-world assignment" due immediately before each exam, which will count as an essay portion of your exam grade. See the Real-World Assignment directions file for more detail.

A final exam (mandatory) will be worth 25% of the course grade. This exam covers every chapter we will go over this semester. Everyone must take the final exam at the time it is scheduled. Make sure vacation trips are scheduled appropriately.

Your participation in our weekly discussion forums (found in D2L) is vital to the success of the course. Since we do not meet face-to-face, this is really our best form of interaction. As such, you are expected to participate by asking and answering questions on a regular basis. If you do not participate (post at least once) in the majority of discussion boards over the semester, you may lose points for lack of participation. I will also participate in these boards as needed- this is also a great place to ask questions about assignments within MyEconLab that you may be struggling with.

***Again, there are no make-up exams given and no make-up homework assignments—no exceptions.***

**Notes:**

1. I often post general notes for chapters in D2L, as well as extra practice problems (videos) for difficult material. I strongly suggest you use these as you read the chapters and to help you study. I hope they help facilitate “active” reading as opposed to “passive” (where things go in one ear and out the other, so to speak).
2. Homework assignments will be posted on Pearson MyEconLab at least one week before their due dates. Most assignments will actually be available at the beginning of the semester, and certainly at the beginning of the unit. Assignments are always due by midnight on the due date. Please refer to the course calendar for exam dates and homework/discussion due dates.
3. All due dates can be found on your course calendar document within D2L and all content can be found within the content folder as well as links to MyEconLab. Note that the calendar also provides information about which chapters you should be reading each week. There will be separate folders for each “unit” or section of chapters that we cover. Please do not hesitate to post on the discussion boards and/or contact me if you have any trouble locating materials for the course. (These dates can also be found in MyEconLab. There should never be any difference between the two, but the Course Calendar dates are considered the official due dates. Please let me know if you find any inconsistencies.)
4. I will check my D2L emails at least once per day (more likely, multiple times per day) during the week. I hardly ever check D2L messages on the weekend. Generally, I check as soon as I get into the office around 8:00 every morning. If you send me a message with a question, I will try to respond within 24 hours with an answer (except on weekends). If you do not hear from me, please resend your

message. **If you have an urgent situation, you can send me an email at sarah.quintanar@msutexas.edu** (I monitor this email much more frequently than I monitor messages in D2L).

5. The tests for this course will be taken online.
6. **The tests are neither open-book nor open-note. Do not consult anyone else or any other source when doing tests.**
7. Your grades for each assignment and test will be listed under the “My Grades” tab on the left-hand side of the homepage screen- except for the MyEconLab grades which can be viewed within the MyEconLab system. You will receive immediate feedback for multiple choice assignments (as soon as you complete and submit the assignment you will be able to see your score).
8. **THIS IS INCREDIBLY IMPORTANT:** In studying for this course, you **absolutely need to do the following.**
  - i. Read and study the textbook that is associated with a given section (utilize any notes and practice problems provided as well).
  - ii. Review the “practice problem” videos posted for each chapter (some definition-intense chapters may not have any videos). These are interactive files where I will work through problems or graphs, and also add soundbites to further explain the steps.
  - iii. Complete the “Prepare Reading” assignment for the chapter within MyEconLab.
  - iv. Work through the “Assess homework” assignment problems (graded within MyEconLab) to ensure you understand what you’ve read.
  - v. Complete the “Assess quiz” assignment before the due date (within MyEconLab).
  - vi. Prior to each test, you will be provided an “Exam Review”. These will not be graded. These “reviews” are structured similarly to the exams, and are an EXTREMELY useful resource in preparing for the exams. Study, take the “review” as if it was your exam (without notes or other aides). Then, you can truly see what you know and what you need to spend more time studying. These reviews can be taken multiple times before the exam date.
9. Exams
  - a. As mentioned above, the exams will be taken online in D2L. You will be able to take the exam anytime within (generally) a 2 day period. I will tell you when the test is available to be taken and when the test must be returned to me (this deadline is also listed on the Calendar in D2L). You will have a certain amount of time to take the exam – usually 1 hour. You need to make sure that you have that chunk of time to devote to taking the exam. Once

you log on to the exam, you will NOT be automatically logged off after the time limit (I don't mind if you take an extra 10 minutes, but anything after that is NOT acceptable and your grade will be reduced accordingly, based on my discretion, but generally about 10% for every 5 additional minutes).

10. If you have a question on a particular problem or concept within a section, post the question on the discussion board under the appropriate week. The other members of the class have the responsibility of answering any questions posted.
11. You should make sure that you check your D2L Discussion every day.
12. If you have posted a question to the class and you did not get a response, TRY IT AGAIN.
13. If you post a question to the class twice and don't get a satisfactory answer, then you should contact me with the question. It's not that I am opposed to helping students, but I am trying to accomplish 2 things with this structure: get some discussion between students so that I can get a feel for how things are progressing in terms of how well everyone is doing with the material and avoid having to answer ALL the questions that every student has (because in a face-to-face class, I generally have the students answer other students' questions).
14. You may, and actually are encouraged to, work with others in doing the reading, quiz, and homework assignments in MyEconLab (NOT EXAMS).
15. NO LATE ASSIGNMENTS WILL BE ACCEPTED, NO EXCEPTIONS.
16. If you think there is a mistake in the outlines, homework problems, or exams then please ask. I may be able to explain why the solution is correct or may be able to confirm that the solution is wrong. Quite often, there is simply confusion over the problem or solution.

**Please review the other materials in the “Begin Here” section of the course: the “Course Calendar” document provides additional information about due dates for the course and suggested readings for each week, “Policies, Req., and Res.” (documents for information about MSU policies for nondiscrimination and students with disabilities and resources if you are having technical difficulties), and the “Netiquette” (document for guidelines concerning class discussions and messages).**

### **Academic Dishonesty**

Students will adhere to the highest professional and ethical standards. All work submitted will be the result of each student's own effort only. Cheating will be penalized to the maximum allowed by the University policy which may include a final course grade

of “F” and referral to the Dean of Students for disciplinary action. Though you are allowed to work together for assignments, you should submit your own work and not someone else’s. Exams will always be individual.

Please refer to the “Student Honor Creed” for other questions related to academic honesty. (See “Student Handbook 2019-2020”).

**If you are caught using a graphing calculator or cellphone during an exam, this will be considered a form of cheating and you will be penalized accordingly.**

**Students with Disabilities:** Your success in this class is important to me, and it is the policy and practice of Midwestern State University to create inclusive learning environments consistent with federal and state law. If you have a documented disability (or need to have a disability documented), and need an accommodation, please go to the Disability Support Services (Clark Student Center, 168) office regarding formal documentation for me to address specific needs and the requirements of the course. Their phone number is (940) 4140. For more information: <https://msutexas.edu/student-life/disability/>

**Nondiscrimination:** MSU adheres to a policy that enables all individuals, regardless of race, color, gender, national origin, age, sexual orientation, veteran’s status, or disability to work and study in an environment unfettered by discriminatory behavior or acts. Harassment of an individual or group will not be condoned and any person – student, faculty, or staff member – who violates this policy will be subject to disciplinary action. In order to help students keep track of their progress toward course objectives, the instructor for this class will provide a Midterm Progress Report through each student’s WebWorld account for any student at risk of failing the course. Midterm grades will not be reported on the students’ transcript; nor will they be calculated in the cumulative GPA. They simply give students an early warning at the midpoint of the semester. Students earning below a C at the midway point should email Dr. Q to set up a meeting to discuss potential remedies (including study habits/tutoring/etc.)