

## Course Syllabus: **Math Analysis for Business**

Math 1203 Section 101 Fall 2023 MWF 10:00-10:50am

### Contact Information

Instructor: Dr. Michelle Knox

Office: BO 118A

Office hours: Monday, Friday 9:00-9:50am and

Tuesday/Thursday 9:30-10:50am

Other times by appointment

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### Course Description

Review of algebra, linear and quadratic equations, graphs, progressions and mathematics of finance, and matrix operations.

### Textbook & Instructional Materials

#### **Required:**

My Math Lab associated with the textbook Finite Mathematics by Barnett, Ziegler, Byleen, and Stocker. (A physical textbook is not required.)

You must have a scientific calculator with exponentials and logarithms (such as a TI30XS). Bring your calculator with you to class daily. **If you want to use a graphing calculator, you must check that your calculator is on the approved list of calculators on D2L.** Any student that attempts to use an unapproved calculator on a quiz or an exam will receive a zero on the quiz or exam. Further, additional penalties, as outlined under the Academic Misconduct Policy, may apply.

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 follow the opt-out instructions which 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.

### Desire-to-Learn (D2L)

You will access MyMathLab through the MSU D2L program. You can log into [D2L](#) through the MSU Homepage. On D2L Dr. Knox will post any announcements and reminders that she feels will be helpful as we go through the semester. Dr. Knox may post links to math videos that she thinks you will find helpful (such as extra examples). Dr. Knox will also post grades within D2L.

### Attendance Policy

Attendance will be taken at the beginning of every class. Any student who is late or who leaves early may be counted as absent. This will result in a zero on any

quiz or other assignment for the day. **Any student who misses five or more classes may be dropped from the course.**

If you miss class, it is your responsibility to

1. get notes from another student for the day(s) you missed, and
2. see Dr. Knox before the next class for any handouts from the day(s) you missed.

## Grading

Percentages allotted:

Assignments	Percentage of final grade
Quizzes	5%
Homework in MML	4%
Exams (3 at 24% each)	72%
Final Exam	19%
Total	100%

Grading scale for your final grade

Grade	Percentage
A	at least 90%
B	80-89%
C	70-79%
D	60-69%
F	Less than 60%

## Homework

Homework is based on your homework score from My Math Lab. There are due dates given within MyMathLab for each assignment. Each due date time is the start of class on the day the homework assignment is due. Problems may be attempted as many times as you like, so a perfect homework score should be attainable. Late homework only receives 80% credit—see each assignment for late deadlines. Dr. Knox will drop the lowest 2 homework scores at the end of the semester.

**Assignments 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.** Computers are available on campus in various areas of the buildings as well as the Tutoring and Academic Support Program. Your computer being down is not an excuse for missing a deadline. There are many places to access your homework. If you have technical

difficulties in the course, there is also a student tech support from Pearson available to you.

### Quizzes

At the end of the semester, your grade will be calculated with and without your quizzes. The higher grade will be given to you. *Makeup quizzes will not be given for any reason.*

### Exam Dates

The dates of the exams are

- Exam One is on Wednesday, October 4, 2023
- Exam Two is on Wednesday, November 1, 2023
- Exam Three is on Wednesday, December 6, 2023
- The Final Exam is on Wednesday, December 13, 2023, 10:30am-12:30pm.

**If an exam is missed, every effort must be made by the student to notify Dr. Knox in a reasonable amount of time before the exam.** It is best to call Dr. Knox rather than email her when you miss an exam, and be sure to leave a call back number with your message.

### Electronic Devices Policy

Please turn cell phones off or place on silent prior to the beginning of class. All cell phones must be placed face down on the desk/table in front of you. Use of a cell phone or any other unauthorized electronic device (including earbuds or a smart watch) during class may result in the student being counted absent, and any graded work turned in on that day will receive a grade of zero. Continued violation of this policy may result in a referral to the Dean of Students and/or the student may be withdrawn from the class by the instructor. Using an unauthorized electronic device (such as a cell phone, smart watch, or earbuds) during a test or quiz will result in one of the penalties listed under the academic misconduct policy given in this syllabus.

### Academic Misconduct Policy

All work that you do that contributes to your course grade must be your own work. Any evidence that you submitted work that is not your own is considered an act of academic dishonesty. An act of academic dishonesty will be reported to the university and will result in one of the following academic sanctions:

- Receiving a 0 on the homework assignment, quiz, or exam.
- Receiving a 0 for your entire homework or quiz score.
- Loss of a certain percentage of your overall MATH 1203 grade.
- Receiving an F in MATH 1203.
- Receiving an F in MATH 1203 that will remain permanently on your transcript and within your MSU GPA.

On homework, you may get assistance from others, but you are responsible for understanding what you submit. Never let someone borrow your work. If you want to help someone understand how to work a problem, talk to them and give them advice or pointers, but never give them your completed work. In addition, copying solutions from online resources or using an app to complete your homework is considered cheating. The university's academic dishonesty policy can be found at [student handbook](#)

#### 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 Rules and Policies](#).

#### College Policies

Student handbook: [student handbook](#)

The following link provides information about some of the resources that can be found on campus: [Student Resources](#)