Math Analysis for Business
Math 1203-X40 Summer II - 2024

Course Essential Information

Professor: Marina Lynn Jones

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Phone: N/A – do not call office phone to leave voicemail

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. Please note that emails received after 5:00pm should not expect a reply before 1:00pm the next weekday. All course time/due dates are Central time zone CDT.

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

Textbook & Instructional Materials: MyLabMath (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. 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 to students' official my.msutexas.edu email address after 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.

Additional Required Materials/Expenses: A laptop or desktop computer with a webcam and internet access is required. Chromebooks, tablets, and mobile devices will NOT satisfy the technical specifications for the proctored assessments that will be required. A calculator that has exponential and logarithmic function keys as well as a Matrix Editor is required; any graphing calculator will have all these features but the instructor will utilize a TI 84 model. Important: An additional financial expense may be incurred if it becomes necessary to utilize the fee-per-use online proctoring service ProctorU in order to ensure exam integrity.

Online Course Requirements

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is integral to this course. Log into **D2L** through the MSU Homepage then select this course from your list of classes. Daily weekday login to the D2L course homepage is required in order to facilitate communication and lay the groundwork for a successful semester. The Daily

News announcements posted on the course's D2L homepage serve as a fundamental and primary source of information from the instructor to the class. You are responsible for all information posted under News announcements on the course homepage.

My Math Lab (MML) ** MyLabMath is a REQUIRED portion of this course.**
This online course management program from Pearson Publishing is used for most of the assignments and assessments in the course. A specific MML course has been created for your class and is linked from the D2L course homepage. You will not need to purchase MML separately as its cost is included in your MSU statement (unless you opt out which is not recommended). Check the course homepage on D2L for the link into our dedicated MML class. 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 reliable internet access to complete assignments and assessments including all quizzes and tests. Each assignment and/or assessment is due by a published due date. Personal computer or internet technical difficulties will not be considered sufficient reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings**.** This is an entirely online course and, as such, it is your responsibility to have access to a working computer and internet access in order to complete the course work in this class. 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 MSU's D2L help page or Pearson's MML customer technical support – not the instructor.

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, must be completed by July 18; Unit 2, The Mathematics of Finance, by July 28; and Unit 3, Systems and Linear Programming, by August 6. 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 August 8.

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. Contact the instructor if there is an urgent need to accelerate this schedule.

Withdrawal Date
Last Day to drop with a grade of "W" is July 31, 2024.

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 the content checklist. Individual D2L log-in activity, including access of available instructor-created supplemental material, is required and will be closely monitored. Additionally, some quizzes and tests may be administered through D2L utilizing the Respondus Lockdown Browser and Respondus Monitor. 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 will not utilized in this course this semester.

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.

Quizzes
Short quizzes are also included as part of the course work grade generated in both MML and on D2L. A MML 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.

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 may be covered by two tests: Test #2A and Test #2B. All tests will be set up as proctored exams. Be aware that online options for proctoring an exam require a strong steady internet signal as well as the use of a webcam. We will utilize Pearson's internal Lockdown Browser, D2L's available Respondus Monitor, and the independent service ProctorU (if needed) for the purposes of ensuring assessment integrity. Specific information will be provided as the time of each test approaches and will be posted on the D2L homepage.

Final Exam
The final exam is comprehensive and worth 200 points. It is required by all students in order to complete the course and it must be proctored. We may use the fee-per-use service ProctorU to ensure the integrity of the final exam.

Grading

There will be three/four tests, a comprehensive final exam, and a coursework grade which will be generated from all required assignments and quizzes on both D2L and MML. This semester the maximum number of total points possible is 700 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 - 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 will be 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.

Important Note

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

University Policies

The following is a quick link to essential student resources available at MSU:
https://msutexas.edu/academics/scienceandmath/student_resources.php

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

Refer to: Campus Carry Rules and Policies

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. 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.