MATH 1324 Mathematics for Business and Social Sciences, Fall 2018

Instructor:	Jason Groves	**Office:**	M107
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Phone:	806-716-2739		
Office Hours:	Tues: 10 am - 11 am, 1:45 pm - 3:45 pm,		
	Thurs: 10 am - 11 am, 1:45 pm - 2:45 pm,		
	Fri: 9 am - Noon		
	or by appointment		

Prerequisites: Successful completion of MATH 0320 or appropriate TSI Math score.

Materials: Mathematics with Applications by Lial, Hungerford, Holcomb, Mullins. Suitable writing instruments and paper for taking notes and completing assignments. Calculators with exponential and logarithmic functions are required. Graphing Calculators are recommended, but not required. Access to MyMathLab will be required for doing homework. Note that access to My-MathLab will come with an electronic version of the textbook including answers to odd-numbered problems (from the text) and a student solutions manual, in addition to other resources. Consider all options before committing to purchasing a hard-copy. MyMathLab will require regular access to a reliable computer and internet connection. Access to a printer may be needed to print out some assignments, and a scanner or document camera will be required to submit written assignments (a smartphone with a reasonable camera should suffice).

Core Curriculum: This course satisfies the following Core Objectives:
Communication Skills:

- Develop, interpret, and express ideas through written communication

- Develop, interpret, and express ideas through oral communication

- Develop, interpret, and express ideas through visual communication

Critical Thinking:

- Generate and communicate ideas by combining, changing, and reapplying existing information

- Gather and assess information relevant to a question

- Analyze, evaluate, and synthesize information

Empirical and Quantitative Competency Skills:

- Manipulate and analyze numerical data and arrive at an informed conclusion

- Manipulate and analyze observable facts and arrive at an informed conclusion

Expected Learning Outcomes: At the end of this course, students should be able to competently perform the following:

1. Understand the concepts of function, domain, and range, and how they apply to real-world models.

2. Use and analyze linear, polynomial, rational, exponential and logarithmic functions to model real-world situations.

3. Use systems of equations and matrices and use them to solve applied equations and linear programs

4. Use exponential and logarithmic properties to solve finance problems, including compound interest, present and future values of annuities, and amortize loans.

5. Understand the basics of probability, including expected value and Markov Chains

IT IS THE RESPONSIBILITY OF THE STUDENT TO BE FAMILIAR WITH SOUTH PLAINS COLLEGE POLICIES. BELOW ARE ITEMS SPECIFIC TO THIS COURSE

Assessment: Grading will be done according to the standard 10 percent scale (i.e. 100% - 90% is an A, etc.) with assignments weighted as follows:

Homework	18%
Quizzes	16%
Case Study	6%
Tests	40%
Final Exam	20%

Class Attendance: Students should be involved with working the course material as often as possible in order to develop mastery of the topics presented. For this course, that is a minimum of 3 days each week. Please observe that this is a MINIMUM, and successful students will be working online for 5-6 days per week. These will be checked weekly by the instructor from the login information that MyMathLab provides.

Students must send weekly "check-in" emails to the instructor, sent either Monday or Tuesday (received no later than Tuesday at 11:59 pm). These emails should state (1) how many topics were covered the previous week and (2) which topics gave the most trouble (and why?).

If a student misses 4 weekly emails, or does not meet the minimum login requirement 4 times, that student will be dropped from the course with an X or an F (depending on the student's current course average).

If a student wishes to drop the course on their own they may contact the registrar, Andrew Ruiz (email: `aruiz@southplainscollege.edu`). Give him the course name and section number, and he will take care of it.

It is the policy of the South Plains College math department that online courses cannot be repeated, regardless of completion. Therefore if a student fails, drops, or is administratively dropped, they will not be able to repeat the course online, and must repeat the course in a face-to-face classroom setting.

Students should make sure they have regular access to a reliable computer and internet connection, especially where quizzes and exams are concerned. South Plains College has numerous computer labs at each campus (Levelland, Plainview, Reese, and Lubbock Center) that have all

the required software and browser extensions to perform the work in this course. **Make arrangements now and plan ahead for what you will do in the event that your own computer or internet connection becomes unavailable or unreliable.**

Homework: Daily homework is essential to developing mastery over the topics presented in this course. Homework assignments are due on the day of the next quiz, and are available from the first day of classes. Homework problems may be attempted an unlimited number of times in order to achieve the desired score/mastery. For best results, you should keep a notebook of all correctly worked homework problems to use as a study guide for quizzes and exams. Homework assignments close at the due date, and will not be extended except at the discretion of the instructor.

Quizzes: Quizzes will be given weekly. Quiz problems are taken from the same pool of problems as the homework assignments. They are generated in the moment, so students may have slightly different quizzes, but they will assess the same topics and material. Students have 100 minutes to take a quiz, and it must be done in one sitting. They may be taken up to two times, and MyMathLab will record the better result of the two attempts. Quizzes are not dropped and cannot be made up.

Case Studies: Case Studies are assignments found in each chapter of the textbook. All work must be shown, and all explanations of steps or interpretations of results must be given in complete sentences. Due dates are given on the course calendar, and late work will not be accepted and the student will receive a 0.

Exams: Midterm exams are given during this course. Questions will be similar to assigned homework problems. While you may use your textbook and written notes, it is expected that students do the exam alone, without help from other people. Exams may only be attempted once, and must be done in one sitting. Students caught cheating will be dropped from the class with an F and disciplinary action will be pursued.

As stated above, ensure that your computer and internet connection are *reliable* and make appropriate arrangements (in advance!) if they are not. There are tentative exam dates given on the course calendar. These will be made official one week in advance of the due date, and the exam will be opened for student testing 3 days in advance of the due date. Students may not make up exams, nor take them late. Missed exams are automatically given a zero, and students that miss more than one exam will be dropped from the course.

When taking exams, students must install and use the MyMathLab Lockdown Browser. Before starting the exam, make sure all browser tabs are closed, push notifications are disabled, and other internet-based programs are closed. Interruptions from such programs may cause Lockdown to glitch, and you may lose access to the exam.

Students must show all work when taking exams. The "Show Work" feature of MyMathLab is enabled on all exam questions. Students may also submit their work via email. All work should be done neatly and in pencil, and submitted scans or photos should be of reasonable and legible quality. For best results, email the attachments to yourself first to see if the results are satisfactory. Exam work must be submitted before the exam due date. The exam grade will be reduced by 10% for each day the work is late.

Final Exam: The final exam is comprehensive, and a required part of the course. Failure to attend the final exam results in an automatic F. Students have 4 hours to complete the final exam. While the average student may not need all 4 hours, make all efforts *now* to ensure that there will be 4 hours of uninterrupted time to take the final exam.

As with midterm exams, all work must be shown and submitted via email by the due date. The Final Exam will be due Wednesday, May 8, at 11:00 pm

Email and written assignment submission: The email at the header of the syllabus is the best way to get into contact with the instructor. This should be used as often as necessary to ask questions, schedule appointments for office hours, check in weekly (see above) or turn in written assignments (see below). All emails should be formatted with the course number and section, and an adequate heading (i.e. "Math 1324-007 weekly check in, 1/21/2018" or "Math 1324-007 Chapter 3 Case Study"). Failure to format the subject line properly may result in emails being caught by SPC's email filter. Neither the instructor nor SPC is responsible for emails lost due to improper formatting.

Be sure to confirm that all relevant attachments are sent with the email and that the body of the email contains all relevant information for that correspondence.

All attachments should be formatted with the course and section number, first initial and last name, and the assignment. For example, if I were to submit an attachment for the chapter 3 case study, the file would be named: `1324007-jgroves-casestudy3`.
If I were submitting exam work: `1324007-jgroves-exam2-work`.

Civility in the classroom: Students are expected to assist in maintaining a classroom environment that is conducive to learning. Thus inappropriate use of cell phones, making offensive remarks, or engaging in any other form of distraction are not permitted. Infractions will be dealt with proportionally to the offense, and may include dismissal from that class period (which will count as an absence on your attendance record). Tobacco products are not permitted in the classroom.

Honesty: "Scholastic dishonesty" includes but is not limited to cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts, and any act designed to give unfair academic advantage to the student. Incidents of academic dishonesty will be promptly reported and dealt with.

Student Resources: Students have access to tutoring in M116 on the Levelland campus, or Building 2 (rooms 206 and 208) on the Reese campus.

Sexual Misconduct: By law all faculty members are mandated reporters of any incidents of sexual misconduct. That means that faculty cannot keep information about sexual misconduct confidential if you share that information. Dr. Lynne Cleavinger, the Director of Health & Wellness, can advise you confidentially as can any counselor in the Health & Wellness Center. They can also help you access other resources on campus and in the local community. You can reach Dr. Cleavinger at 716-2563 or lcleavinger@southplainscollege.edu or go by the Health and Wellness Center. You can schedule an appointment with a counselor by calling 716-2529.

Campus Concealed Carry: Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:
`http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php`
Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

ADA Compliance: **Levelland Campus** – Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance to federal law, a student requesting accommodations must provide acceptable documentation of his/her disability. For more information, call or visit the Disability Services Office in the Student Services Building, 806-716-2577.

Reese Center and Lubbock Center – Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance to federal law, a student requesting accommodations must provide acceptable documentation of his/her disability. For more information, call or visit the Disability Services Office in Rooms 809 and 811, Reese Center Building 8, 806-716-4675.

Mathematics for Business Online Tentative Calendar

Due Date	Assignments Due
Monday, January 14 11:59 pm	Syllabus Receipt How to Enter Answers in MyMathLab
Thursday, January 17 11:59 pm	Quiz 1: Ch.2 Skills Check quiz and Homework 2.1, 2.2
Thursday, January 24 11:59 pm	Quiz 2: 2.3, 2.4
Friday, January 25 11:59 pm	Case Study 2 Exam 1
Thursday, January 31 11:59 pm	Quiz 3: Ch. 6 Skills Check quiz and Homework 6.1, 6.2, 6.3
Thursday, February 7 11:59 pm	Quiz 4: 6.4, 6.5, 6.6
Friday, February 8 11:59 pm	Case Study 6
Thursday, February 14 11:59 pm	Quiz 5: Ch. 3 Skills Check quiz and Homework 3.1, 3.2, 3.3, 3.4
Thursday, February 21 11:59 pm	Quiz 6: 3.5, 3.6
Friday, February 22 11:59 pm	Case Study 3 Exam 2
Thursday, February 28 11:59 pm	Quiz 7: Chapter 7 Skills Check quiz and homework 7.1, 7.2, 7.3
Thursday, March 7 11:59 pm	Quiz 8: 7.4, 7.5
Thursday, March 21 11:59 pm	Quiz 9: 7.6, 7.7
Friday, March 22 11:59 pm	Case Study 7 Exam 3
Thursday, March 28 11:59 pm	Quiz 10: Ch. 4 Skill Check quiz and homework 4.1, 4.2, 4.3
Thursday, April 4 11:59 pm	Quiz 11: 4.4 Case Study 4
Thursday, April 11 11:59 pm	Quiz 12: Ch. 5 Skills Check quiz and homework 5.1, 5.2, 5.3
Thursday, April 18 11:59 pm	Quiz 13: 5.4
Friday, April 19 11:59 pm	Case Study 5 Exam 4
Thursday, April 25 11:59 pm	Quiz 14: Ch. 8 Skills Check quiz and homework 8.1, 8.2, 8.3, 8.4
Thursday, May 2 11:59 pm	Quiz 15: 9.1, 9.5
Wednesday, May 8 11:00 pm	**Final Exam**

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Student Registration Instructions

To register for Math for Business (MATH 1324-007) Online :

1. Go to www.pearson.com/mylab .
2. Under Register, select **Student** .
3. Confirm you have the information needed, then select **OK! Register now** .
4. Enter your instructor's course ID: groves86198 , and **Continue** .
5. Enter your existing Pearson account **username** and **password** to **Sign In** .

   You have an account if you have ever used a MyLab or Mastering product.

   » If you don't have an account, select **Create** and complete the required fields.
6. Select an access option.

   » Enter the access code that came with your textbook or that you purchased separately from the bookstore.
   » If available for your course,
      • Buy access using a credit card or PayPal.
      • Get temporary access.
7. From the You're Done! page, select **Go To My Courses** .
8. On the My Courses page, select the course name **Math for Business (MATH 1324-007) Online** to start your work.

To sign in later:

1. Go to www.pearson.com/mylab .
2. Select **Sign In** .
3. Enter your Pearson account **username** and **password,** and **Sign In** .
4. Select the course name **Math for Business (MATH 1324-007) Online** to start your work.

To upgrade temporary access to full access:

1. Go to www.pearson.com/mylab .
2. Select **Sign In** .
3. Enter your Pearson account **username** and **password,** and **Sign In** .
4. Select **Upgrade access** for **Math for Business (MATH 1324-007) Online .**
5. Enter an access code or buy access with a credit card or PayPal.