# Math 267 – Calculus for Business, Economics, and Accountancy I
# Syllabus – Spring 2017

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## SOFTWARE (REQUIRED): Essential Calculus, Hawkes Learning Systems; ISBN: 978-1-944894-45-0

The ISBN above is for the required Software + eBook Bundle. The eBook (digital textbook) and software are good for life. **DO NOT** purchase a used License Number or Access Code (from other students or online vendors), as License Numbers and Access Codes are registered to the original purchaser only. You **should not** download and install anything; follow the instructions on Blackboard for enrolling in the Hawkes portion of the course. For those who may want a "physical" book use *Essential Calculus, 2ⁿᵈ Edition* by Wright, Hurd, and New; ISBN: 978-0-918091-95-6*.* Both of these are usually under $10 on Amazon. Another option would be the combined software + ebook + textbook with the following ISBN: 978-1-944894-46-7.

## COURSE DESCRIPTION/OBJECTIVES

This is a 19-section online course in Business Calculus. The purpose of Math 267 is to master derivatives and their applications, particularly with respect to business, economics and accountancy. Students should be able to take derivatives, and use the first and second derivative tests for optimization problems. Students should also have a firm understanding of profit, cost, revenue, and price functions and how they relate.

The book starts with Chapter 1, prior to section 1.8, consisting of a review of College Algebra and Precalculus. I strongly suggest that you carefully review this chapter. If you feel comfortable with the content of this chapter, you should not have any major difficulties.

## CALCULATORS

You will be provided a TI-30XS Multiview calculator for tests. You may also use the Windows calculator installed on the computer. **NO OTHER** calculator may be used during testing. It is suggested that students familiarize themselves with one of these calculators before taking the first test. Calculators will be available to use in the lab for homework/quizzes/practice tests, and tutoring if you need one.

## ATTENDANCE POLICY

Please note that all MWF classes will only meet on Monday and Wednesday. We will only meet on Friday in the case of an unforeseen closure earlier in the week.

It is the philosophy of both the Department of Mathematics and the University that regular class attendance is conducive to learning and mastering the material. We suggest attending each and every class; however, we realize that this is an unrealistic expectation of some students. Attendance in this class will be recorded for information purposes, and it will be reported to the University as per policy. However, there is no punitive attendance policy in this course, and thus your grade will not be explicitly reduced due to your number of absences. Please understand that there is often material that presented in class that is not presented elsewhere, and you are responsible for **ALL** material presented in class. Consider this when making the decision to not attend a lecture. Attendance will be recorded using the automated attendance scanners located in the classroom. Attendance will be taken by scanning your student ID card on one of the scanners in the classroom. Students must make sure that the screen says "Scan Successful" when they scan their ID. Keep in mind that the scanner beeping does not give any indication on whether or not a scan was successful. Students may scan in to class beginning 10 minutes before class and no later than 5 minutes after the start of class. Students can view their absences and scan logs at *attendance.olemiss.edu*. Please note students are not allowed to scan for other students. Also, scanning in and leaving before the end of a lecture will not be tolerated. If you are not going to be able to stay for an entire lecture, then do not scan in. Any attempt at attendance fraud will be reported to the University, and appropriate actions will be taken. **Note:  As per the new university policy dictated by federal guidelines, students who do not attend within the first two weeks may be administratively dropped from the course.**

## ELECTRONIC DEVICES

Cell phones, laptops, pagers, and other electronic devices shall be silenced and stowed during lectures. **The instructor reserves the right to remove any student caught using these devices during a lecture.**

## WITHDRAWAL DEADLINE

Friday, March 3rd is the course withdrawal deadline. After the Course Withdrawal Deadline, courses dropped will be recorded on University records, and the W grade will be recorded if the student is not failing the course at the time of withdrawal; otherwise the grade recorded will be an F. After the course withdrawal deadline, a student may drop a course only in cases of extreme and unavoidable emergency as determined by the academic dean; dropping a course after the deadline will not be permitted because of dissatisfaction over an expected grade or because the student is changing his or her major.

## HOMEWORK

There is no required "homework" in the traditional sense in this course. Calculus is not a spectator sport; it requires active participation and **PRACTICE**. You can "study", and you can "review"; however, above all else, you must **PRACTICE**. The assignments that have been created for each section of material are intended to prepare you for the quizzes and tests. They are **VERY** useful and powerful tools, as the tests, quizzes, and final exam will be built from these assignments. It is suggested that you do **ALL** of them. However, rather than being penalized for not doing homework as in most courses, in this course you will be rewarded with **BONUS POINTS** for completing the assignments. Of course, if you neglect to do these assignments, you will most likely be penalizing yourself with lower test scores due to being unprepared.

- **You must complete the "COURSE AGREEMENT CONTRACT" in Hawkes (from any computer) before you have access to any homework assignment, quiz, practice test, or test.**
- There will be a total of nineteen (19) homework assignments during the semester.
- In addition to those above, there will be seven (7) "algebra refresher" assignments available for credit. These are sections 1.1, 1.2, 1.3, 1.4, 1.5, 1.6a, and 1.6b. These 7 assignments are due prior to Test 1.
- Homework assignments must be submitted by the posted deadlines (see course calendar) to receive credit.
- Read through the "Learn" mode of each section (see the PowerPoint and watch the videos on HawkesTV!).
- Work through the "Practice" mode of each section (utilize the tutor tab when needed!).
- When you have gone through "Learn" and "Practice," complete the assignment in the "Certify" mode.
- You should keep a "homework" notebook of all problems worked.
- **In order to receive credit for homework it must be done in CERTIFY MODE.**
- Questions will be similar in format to the examples in class.
- Homework assignments will be done using Hawkes Essential Calculus Software, and may be completed at the location of your choice (Home, JAC Lab, Library, Weir Hall, etc.).
- **Each assignment is an "all or nothing" proposition. That is, you have to answer each and every question in an assignment correctly in order to "Certify" and receive credit for that assignment.**
- You have an unlimited number of attempts at each question as long as you do not accept a "Strike."
- Accepting a "Strike" for an incorrect answer in the "Certify" mode will force you to restart the assignment from the beginning, so always select "Try Similar Question" after an incorrect response.
- Note that simplification of expressions, fractions, etc. is not required, though proper mathematical notation is required.
- Your homework average can add up to four (4) percentage points to your overall course grade.

## QUIZZES

- **You must complete the "COURSE AGREEMENT CONTRACT" in Hawkes (from any computer) before you have access to any homework assignment, quiz, practice test, or test.**
- There will be a total of nine (9) quizzes during the semester (two per test cycle plus a cumulative review quiz).
- Please see the course calendar for sections covered and submission deadlines.
- Quizzes will be taken in web-based Hawkes at the location of your choice (Home, JAC Lab, Library, Weir Hall, etc.).
- Quizzes have a seventy-five (75) minute time limit and are open note/open book.
- You will be allowed two (2) attempts per quiz, with only your best score recorded.
- Tutors in the Jackson Avenue Center Mathematics Lab CANNOT help you on quizzes.
- Questions will be similar in format to the examples in class and homework problems.
- Note that simplification of expressions, fractions, etc. is not required, though proper mathematical notation is required.

- Quizzes must be completed by the posted deadlines to receive credit.
- Your quiz average will count as 12% of your overall grade.
- If a quiz is missed for ANY reason, a grade of zero (0) will be given.
- **THERE ARE NO MAKE-UP QUIZZES GIVEN FOR ANY REASON.**
- At least one quiz grade will be dropped.
- Quiz passwords:
  - Quiz 1:   Quiz1
  - Quiz 2:   Quiz2
  - Quiz 3:   Quiz3
  - Quiz 4:   Quiz4
  - Quiz 5:   Quiz5
  - Quiz 6:   Quiz6
  - Quiz 7:   Quiz7
  - Quiz 8:   Quiz8
  - Quiz 9:   Quiz9

## PRACTICE TESTS

A practice test will be created for each of the semester tests as well as for the final exam. Like the "homework," these practice tests are **VERY** useful and powerful tools. Each test will be built **directly** from its respective practice test. It is suggested that you work **EACH** of them prior to the test. In addition to gaining essential practice, you will receive **BONUS POINTS** based on your practice test scores.
- There will be a total of five (5) practice tests during the semester.
- Practice tests will be taken in web-based Hawkes.
- Practice tests are untimed (you should time yourself to get used to a clock—about 90 minutes should be the max).
- Questions will be similar in format to the examples in class, homework, and quizzes.
- Practice tests will be done using Hawkes Essential Calculus Software.  Practice tests may be completed at the location of your choice (Home, JAC Lab, Library, Weir Hall, etc.).
- You have an unlimited number of attempts for each test, with only your best score recorded.
- Note that simplification of expressions, fractions, etc. is not required, though proper mathematical notation is required.
- Please see the course calendar for due dates/times.  Submission must be made by deadlines for credit.
- Your practice test average can add up to four (4) percentage points to your overall course grade.

## TESTS

- There will be four unit (4) tests during the semester.
- Please see the course calendar for sections covered and dates.
- Tests will have a one-hour (60 minute) time limit.
- Questions will be similar in format to the examples in class, homework, quizzes, and the practice tests on Hawkes.
- **Tests will be taken in web-based Hawkes in the Jackson Avenue Center Mathematics Lab only.**
- You must make an appointment to take a test at **http://ummathlab.appointy.com/**.
- During the testing week, class will only meet on Monday for a MW class and on Tuesday for a TTh class.
- You will schedule your appointment to take the test on the Wednesday through Friday of that week.
- **Beginning in Spring 2017, please have your Hawkes account created and take the tests via https://learn.hawkeslearning.com/. Please do not log in to the installed software in Math 267 to take tests.**
- **You must check your phone before entering the testing area.  Having a phone out for any reason will be considered cheating.**
- You must arrive at the correct answer to receive credit.  Partial credit will only be awarded in rare circumstances.
- Note that simplification of expressions, fractions, etc. is not required, though proper mathematical notation is required.
- Each test will count as 16% (for a total of 64%) of your overall grade.
- If a test is missed for ANY reason, a grade of zero (0) will be given.
- **THERE ARE NO MAKE-UP TESTS GIVEN FOR ANY REASON.**
- Any student who must miss a scheduled test because of an official University function must reschedule and take the test at a time **BEFORE** the test is scheduled to be given (this includes the final exam).  **NO OTHER** rescheduling will be allowed.  Signed documentation on University letterhead is required.
- The lowest of the four unit test grades will be replaced with final exam grade at the end of the semester if and only if the final exam grade is higher.

## FINAL EXAM

- There will be a **REQUIRED** comprehensive final exam in this course.
- There will be a two-hour (120 minute) time limit on the final exam.
- The final will be taken in the same fashion as the four tests in the Jackson Avenue Center Mathematics Lab.
- You must arrive at the correct answer to receive credit.  Partial credit will only be awarded in rare circumstances.
- Note that simplification of expressions, fractions, etc. is not required, though proper mathematical notation is required.
- The final exam will count as 24% of your overall grade no matter what. It will also replace the lowest test grade if and only if the final exam grade is higher (In this instance the final will count 24% + 16% = 40% of the overall grade).

## JACKSON AVENUE CENTER MATHEMATICS LAB

- The Mathematics Lab is located in the Jackson Avenue Center complex on Jackson Avenue (the Malco complex).  All tests and the final exam must be taken at the Jackson Avenue Center Mathematics Lab.  In addition, the lab is open to students for homework, quizzes, practice tests, general studying, and tutoring (except during testing periods).
- The lab is for math coursework only.  No other work is allowed!  This includes coursework for other classes, email, internet browsing, cellphone conversations, or texting.
- Please see *http://mathlab.olemiss.edu/* for more information about the Math Lab.
- The Jackson Avenue Center parking lot is one of the "Park and Ride" lots. This means that students with other parking decals (such as dorm/fraternity/sorority decals) will not be able to park at the Jackson Center until after 5pm. UPD will give tickets if students with other decals park in the lot before 5pm.
- If you do not have a commuter, park & ride, or Campus Walk parking sticker, or a faculty or parking garage hangtag, you may utilize the OUT Shuttle (Brown Line). Please see *http://www.oxfordms.net/visitors/transit/bus-routes-a-schedules.html*.
- Each student is required to bring his or her Ole Miss ID card to the lab. Students are required to scan in with their cards upon entrance to and exit from the lab so that that their times are recorded in the computer system. It is the responsibility of the student to swipe in and out properly. Students must pick their class on the scanner screen after scanning their id card. On test days students will check in with a deskworker outside the lab in lieu of scanning in. **Absolutely no cell phones are allowed in the Math Lab!**
- Math Lab Hours:  Monday-Thursday 9:00am-7:00pm; Friday 9:00am-5:00pm

## TESTING AT THE JACKSON AVENUE CENTER MATHEMATICS LAB

- Students in this course will take their tests via computer in the Mathematics Lab at the Jackson Avenue Center. Tests will run on Wednesday, Thursday, and Friday on test weeks. In order to take a test, students must schedule an appointment. The lab will not accept walk-ups. Test scheduling is done at **http://ummathlab.appointy.com/**. Students MUST be on time for their appointment (10 minutes early would be better).  If a student is more than 5 minutes late, their appointment will be cancelled and they will not be allowed to enter the lab. The student will then have to go back to **http://ummathlab.appointy.com/** and reschedule their test.
- **Cell phones must be checked with the lab attendant prior to entering the testing area.**
- The final exam will be available Monday-Friday of finals week, and the hours of availability will be announced at a later date.
- Tutoring is NOT available at the JAC Math Lab on test days. Feel free to visit Hume 326 for tutoring between 10am and 6pm on test days.

## ACADEMIC MISCONDUCT

*Offenses: Cheating on any exam or quiz, theft or attempted theft of exam questions, possession of exam questions prior to the time for examination, the use of a cell phone, or the use of a personal calculator on tests shall all be offenses subject to appropriate penalties. Furthermore, the presence of any mathematics (review tests, etc.) during tests shall be subject to the appropriate penalty.*

*Penalties: The penalty for commission of any offense set out above is a zero (0) on the exam in question, and a recommendation of failure in the course to the Academic Discipline Committee. Furthermore, if you are found guilty of cheating, then the penalty could also include, subject to the approval of the Chancellor, dismissal or suspension from the University. Please note that any grade of zero (0) given for cheating will not be replaced if the Academic Discipline Committee does not follow the recommendation of course failure.*

## SPECIAL NEEDS

It is the responsibility of any student with a disability who requests a reasonable accommodation to contact the Office of Student Disability Services (915-7128) in 234 Martindale Center. SDS will then contact the instructor through the student by means of an "Instructor Notification of Classroom Accommodations" form. The instructor will then be happy to work with the student so that a reasonable accommodation of any disability can be made.

**Important Note:  If you receive accommodations for tests you must provide a copy of the "Instructor Notification of Classroom Accommodation" form to not only your instructor, but also the Jackson Center Mathematics Lab.  A mailbox at the main desk is provided for submitting these forms.  Ask the desk worker if you need help submitting the form. To receive accommodations on tests, the forms must be submitted to the Mathematics Lab no later than 5:00pm on the Friday before a test week begins.**

## OTHER NOTES

- If a student wishes to discuss the grading policy, the testing policy, or wishes to have any conversation regarding the instructor of the course, please make an appointment with the course supervisor in the Department of Mathematics.
- An "I" grade will not be given without the permission of the Department of Mathematics.

## OVERALL GRADE

The following scale will be used to determine your overall grade.

| Grade | Percentage Necessary |
|---|---|
| A | 90 & higher |
| A− | 88-89.99 |
| B+ | 86-87.99 |
| B | 80-85.99 |
| B− | 78-79.99 |
| C+ | 76-77.99 |
| C | 70-75.99 |
| C− | 68-69.99 |
| D | 60-67.99 |
| F | Below 60 |

To calculate your grade:

Percentage = 0.64*(Test Avg.) + 0.12*(Quiz Avg.) + 0.24*(Final Exam) + 0.04*(Homework Avg.) + 0.04*(Practice Test Avg.)
Where Test Avg. = (Add the 4 highest of the tests and Final Exam) ÷ 4

## A LAST WORD

- Keep up! You will need to be comfortable with the material from the beginning of the course to be successful in the end.
- Try reading the sections ahead of time to get an idea of the material before class. After class, read back over the section for understanding and work through "Practice."
- Make use of all of the resources provided within Hawkes and on Blackboard (such as videos and PowerPoints).
- You can stop by anytime during office hours or email to set up an appointment at another time. Help will be much more effective if you know what it is that you don't understand, and if you bring specific questions!
- When communicating via email, please include your course (Math 267 or BCal1) and the days/time your class meets.
- Most emails will be answered within one (1) business day.  I reply to emails at various times throughout the day, but I generally do not reply after 5:00 p.m. (nor on weekends).