**MOUNT IDA COLLEGE**  
School of Business

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| **Course Title** | Fundamentals of Business Mathematics |
| **Course #** | MA130 |
| **Credit Hours** | *For Lecture classes:*  A 3-credit-hour class requires 3 hours of classroom instructional time and at least 6 hours of student work per week outside of classroom time for a 15-week course. |
| **Semester** | Spring 2018 |
| **Prerequisites** | Placement in MA 130, or C- or higher in MA 093. |
| **Class Meetings** | Section A: MWF 11:00AM-11:50AM ATC305  Section B: MWF 1:00PM-1:50PM ATC305 |
| **Canvas Link** | https://mountida.instructure.com/courses/5914 |

**INSTRUCTOR INFORMATION**

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| **Instructor** | Professor Rubin-Streit |
| **Office Location** | AT306 |
| **Office Hours** | MWF 12:00-1:00PM  Fully Available for Other Days/Times by Appointment (EMAIL is best for scheduling) |
| **Phone Number(s)** | (617) 928-7368 |
| **E-Mail Address** | prubinstreit@mountida.edu |

**COURSE DESCRIPTION AND LEARNING OUTCOMES**

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| **Course Description** | This course introduces students to the techniques that are used to analyze situations in business. |
| **Student Learning Outcomes and Assessment Methods** | **In order to successfully complete this course, you must demonstrate that you possess the following learning outcomes as determined by your performance on the corresponding assessments:**  **Unit 1: Preliminary Concepts, Percents, and Equations in an Applied Business Context** In Unit 1, students will be able to:   1. Demonstrate a broad conceptual and computational understanding of whole numbers, integers, fractions, and decimals through applied business problems using Excel. Chapters 1-3. 2. Solve applied business problems using linear equations. Chapter 5. 3. Demonstrate a conceptual and computational understanding of percent equivalents and percentage increase and decrease through applied business examples using Excel. Chapter 6.   ACC Outcomes: critical thinking, quantitative reasoning, technology competency  *Assessments: Unit 1 HW and Chapter Practice Assignments (Answer Keys)*  *(Metrics) Unit 1 Exam (Answer Key)*  **Unit 2: Preliminary Concepts in Descriptive Statistics** In Unit 2, students will be able to:   1. Demonstrate a broad factual, conceptual, procedural, and computational understanding of graphs and charts in descriptive statistics while utilizing Excel. Chapter 7-1. 2. Demonstrate a broad factual, conceptual, procedural, and computational understanding of measures of central tendencies using Excel. Chapter 7-2. 3. Demonstrate a broad factual, conceptual, procedural, and computational understanding of measures of dispersion using Excel. Chapter 7-3. 4. Apply properties of expected value and normal distributions to real world scenarios using Excel. Chapter 7+.   ACC Outcomes: critical thinking, quantitative reasoning, technology competency  *Assessments: Unit 2 HW and Chapter Practice Assignments (Answer Keys)*  *(Metrics) Unit 2 Exam (Answer Key)*  **Unit 3: Financial Topics in Markups, Interest, Consumer Credit, Time Value of Money and Investments and Financial Statements** In Unit 3, students will be able to:   1. Demonstrate a broad factual and computational understanding of markups and markdowns using Excel. Chapter 9. 2. Demonstrate a broad conceptual and computational understanding of simple interest using Excel. Chapter 11. 3. Demonstrate a broad factual, conceptual, procedural, and computational understanding of topics in consumer credit. Chapter 12. 4. Demonstrate a broad factual, conceptual, procedural, and computational understanding of the time value of money and compounding. Chapter 13. 5. Demonstrate a broad factual understanding of topics in building wealth through investments. Chapter 15. 6. Demonstrate a broad factual understanding of topics in financial reporting and statements using Excel. Chapter 21.   ACC Outcomes: critical thinking, quantitative reasoning, technology competency  *Assessments: Unit 3 HW and Chapter Practice Assignments (Answer Keys)*  *(Metrics) Unit 3 Exam (Answer Key)* |
| **Description of Assessment Methods** | There will be three (3) examinations. These tests are serious examinations of the student’s understanding of the concepts and practice of the course. Homework and discussion are the complementary pieces to assess mastery of learning outcomes.   |  |  | | --- | --- | | **Assessment Method** | **Total Points** | | Unit 1 Exam | 10% | | Unit 2 Exam | 15% | | Excel Discussions/Participation/Attendance | 20% | | Homework in MML | 30% | | Unit 3 Exam – Final | 25% | |

**COURSE REQUIREMENTS**

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| **Instructional Methods** | Being a full-time student means working full-time as a student on your academic and professional growth and development. In other words, “there is no substitute for hard work” (Thomas Edison). Consequently, you are expected to acquire desired knowledge and skills through hands-on experience with course material. Course related knowledge and skills will be presented via assigned readings and exercises, online videos, podcasts, meeting presentations and discussions, and conversations with colleagues and the instructor. |
| **Grade Points** | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Letter** | **At** |  |  |  | **Letter** | **At** |  |  | | **Grade** | **Least** | **Below** | **Value** |  | **Grade** | **Least** | **Below** | **Value** | | A | 93 |  | 4.00 |  | C | 73 | 77 | 2.00 | | A- | 90 | 93 | 3.67 |  | C- | 70 | 73 | 1.67 | | B+ | 87 | 90 | 3.33 |  | D+ | 67 | 70 | 1.33 | | B | 83 | 87 | 3.00 |  | D | 63 | 67 | 1.00 | | B- | 80 | 83 | 2.67 |  | D- | 60 | 63 | 0.67 | | C+ | 77 | 80 | 2.33 |  | F |  | 60 | 0.00 |     Please see the Mount Ida College catalog for details. |

**COURSE MATERIALS**

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|  | **Author** | **Title (Edition)** | **Pub. Year** | **Publisher or Website** | **Where to buy/log on** |
| **Book** | Cleaves, Hobbs & Noble | *Business Math* | 10th edition |  | Do Not Purchase. Available Online Through Course. |
| **Other Course Materials** | Misc. Sources | *Podcasts, TED Talks, Khan Academy, Wolframalpha, Etc.* | NA | NA | NA |

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| **Resources** | This course has an abundance of resources available for your growth. Please do not hesitate to use any of these below (when appropriate):  **MYMATHLAB (examples, videos, textbook), MS Excel, Khan Academy, Wolfram Alpha, Office Hours, Math Lab, Tutoring, Email** |

**COURSE CALENDAR AND SCHEDULE**

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| **Week** | **Day/Date** | **Weekly Topics and Events** | **Homeworks, Tests, Major Assignments Due Dates** |
| 1 | Wednesday, 1/17  Friday, 1/19 | **CLASS INTRO/MML INFO** | L1-Chapter 1-3 |
| 2  **(1/13 Add/Drop Ends)** | Monday, 1/22  Wednesday, 1/24  Friday, 1/26 | **Algebra Equations Intro** | L2-Chapter 5 |
| 3 | Monday, 1/29  Wednesday, 1/31  Friday, 2/2 | **Percent Increase/Decrease** | L3-Chapter 6 |
| 4 | Monday, 2/5  Wednesday, 2/7  Friday, 2/9 | **Excel Formulas/Business Spreadsheets** | Unit 1 Exam  L1-L3 |
| 5 | Monday, 2/12  Wednesday, 2/14  Friday, 2/16 | **Counting/Permutation/Comb**  **Fundamental Counting Th**  **Permutation/Comb** | L4 |
| 6  **(2/19 President’s Day, No Class)** | Wednesday, 2/21  Friday, 2/23 | **Probability and/or Expected Value**  **Descriptive Stats in Excel**  **7.1** | Unit 2 |
| 7 | Monday, 2/26  Wednesday, 2/28  Friday, 3/2 | **7.2 Central Tendency**  **7.2 Dispersion** | Unit 2 |
| SPRING BREAK | 3/5-3/9 |  |  |
| 8 | Monday, 3/12  Wednesday, 3/14  Friday, 3/16 | **7.2 Position**  **Starting Wage in First Job and Stats 7.3 Correlation**  **Area Under Curve Normal Distribution/Empirical Rule** | Unit 2 |
| 9 | Monday, 3/19  Wednesday, 3/21  Friday, 3/23 | **Review Stats** | Unit 2 Exam |
| 10 | Monday, 3/26  Wednesday, 3/28  Friday, 3/30 | **Markup & Markdown**  **Simple Interest** | L8-Chapter 9  L9-Chapter 11 |
| 11 | Monday, 4/2  Wednesday, 4/4  Friday, 4/6 | **Consumer Credit** | L10-Chapter 12 |
| 12  **( Last Day Course Withdrawal)** | Monday, 4/9  Wednesday, 4/11  Friday, 4/13 | **Compound Interest and Time Value of Money** | L11-Chapter 13 |
| 13  **(Monday is Patriot’s Day, NO CLASSES)** | Wednesday, 4/18  Friday, 4/20 | **Building Wealth Through Investments/Reading Listings** | L12-Chapter 15 |
| 14 | Monday, 4/23  Wednesday, 4/25  Friday, 4/27 | **Equations in Business**  **Monitoring/Executing Investments** | L13-Chapter 21 |
| 15 | Monday, 4/30 (Last Day of Classes) | **FINAL EXAMS** | L1-L13 |

**ACADEMIC AND OTHER SUPPORT SERVICES**

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| **Academic and Other Support Services** | Please use the *Academic Support* link in the left column of this Canvas course site to access information related to academic support services, Accessibility Services, the Wadsworth Library, Canvas support services, and weather emergencies and class cancellation procedures. Printing a copy of the *Academic Support* document for your reference is recommended. |
| **Reasonable Accommodations** | If you are a student with a disability, have questions about accessibility services, and/or want to initiate a request for reasonable accommodations, please contact the Office of Accessibility Services (OAS) at 617-928-4648 or [accessibility@mountida.edu](mailto:accessibility@mountida.edu). Please note that students are responsible for notifying the Office of Accessibility Services (OAS) of a need for reasonable accommodations in a timely fashion (i.e., preferably within the first two weeks of the semester, and at least two weeks before accommodations are needed in a course). For office hours, location, and general Accessibility Services information, please go to <http://www.mountida.edu/student-life/accessibility-services/>.  Mount Ida College complies with federal legislation for individuals with disabilities (Section 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act of 1990 and the ADAA of 2009) and offers reasonable accommodations to qualified students with disabilities. |

**COURSE POLICIES**

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| **Attendance and Class Participation** | Attendance is counted from the 1st day. I expect that you will arrive punctually to class. A tardiness of 10 minutes or more is an absence. Students are expected to attend every class, to arrive on time and remain the full period. There are no excused absences without the instructor’s approval. Attendance and success in the class are tremendously correlated. This is why you are permitted five (5) unexcused absences.  **After five absences, your attendance grade DROPS by .1% with each unexcused absence.** Therefore, you must give notice and documentation for every excused absence. This class will include mini-lectures and activities that rely heavily on student participation. I strongly believe that students benefit greatly and learn topics more fully when they are active participants in class activities and discussions. Be prepared to be fully participate in all class discussions and activities during every class meeting. |
| **Code of**  **Academic**  **Honesty** | Mount Ida College views the principle of academic integrity as a fundamental institutional value and the responsibility of the entire campus community to uphold. Students are expected to meet the College’s high academic standards through honest endeavor; therefore, academic dishonesty in any form is not tolerated. For more information on the Code of Academic Honesty, and the consequences for Code violations, please go to <http://www.mountida.edu/academics/academic-policies/academic-honesty/>.  If you have questions about how to avoid plagiarism or how to properly cite sources, please speak with your instructor or contact the Writing Center at 617-928-7322. |
| **Academic Appeal Process** | A student who wishes to appeal a grade or other course related issue should refer to the Academic Appeal Process outlined in the online catalog. Please go to <http://catalog.mountida.edu/preview_program.php?catoid=26&poid=2144>. |
| **Late Work** | Assignments submitted on time are given full consideration. Work submitted after the due date is assigned a grade of zero (0). I believe that all students should be graded in a manner that is fair and equitable to all and I therefore do not accept any late submitted assignments for credit. |
| **Missed Assignments** | Assignments submitted on time are given full consideration. Work submitted after the due date is assigned a grade of zero (0). I believe that all students should be graded in a manner that is fair and equitable to all and I therefore do not accept any late submitted assignments for credit. |

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| **The schedule and material in this syllabus may be updated or changed upon the instructional needs of students in the course and any changes in College schedules.** | | |
| **Created by:** | Professor Rubin-Streit |  |
| **Last updated:** | January 8, 2018 |  |
| **Maintained by:** | Professor Rubin-Streit |  |