

Course Policies

SPRING SEMESTER, 2009

The following items apply to *all* sections of **Math 115a** at the University of Arizona.

Kick-off. The **Eller College of Management** is holding a Kick-off for this course on **Thursday, January 22**, with a make-up session on Friday, January 23. Additional information (including the location) will be posted with the *Announcements* on the **Course Homepage**. **Participation in this event will give credit toward Homework 1.**

Presentation Competition. The **Eller College of Management** is also organizing a presentation competition. All teams will give their oral reports on **Project 1** as shown in the *Course Syllabus*. The winner in each section will advance to the final round, which will be held on **Saturday, April 4**. The final round will be judged by a panel, which will include members of the local business community, and the overall winners will receive prizes. For course grade purposes, the score for your presentation will be determined by your instructor.

Objectives and Structure. **Business Mathematics I** is specifically designed to prepare students for subsequent work in their business majors and for their future careers in the business community. To read a full statement of the course objectives, click on **Course Objectives and Structure**.

Prerequisites. (i) Either successful completion of **College Algebra with Data Analysis (Math109)**, **College Algebra (Math 110)**, or **College Algebra Concepts and Application (Math 112)** or an acceptable score on the Mathematics Readiness Test and (ii) successful completion of **Introduction to Computing (MIS 111)**.

Text. **Mathematics for Business Decisions, Part 1a**, Release 1.55a, by Thompson, Lamoureux, and Slaten.

Required Course Materials. (i) **Text**. (ii) Scientific or graphing calculator. Calculators that perform symbolic manipulations (such as the TI-89 or TI-92) are not permitted. (iii) A USB mass storage device or blank CD-Rs or CD-RWs, as needed for reports and homework. (iv) **Student Manual for Mathematics for Business Decisions Part 1: Probability and Simulation**, by Williamson, Mendel, Tarr, and Yoklic, as needed.

Turnitin. You will be required to have or create a **Turnitin** user profile and to join the **Turnitin** class created for your section of **Business Mathematics I**. Your instructor will provide you with the class ID and enrollment password.

Classroom Conduct. You are expected to be familiar with and to abide by the University of Arizona's **Student Code of Conduct** and **Policy on Threatening Behavior by Students**. In addition to the conduct that is prohibited by these policies, the use of electronic devices such as cell phones, MP3 players, PDAs, etc. during class is not allowed. Also, food or drinks are not permitted in the classroom. Students found to be in violation of these policies will be subject to disciplinary action.

Academic Integrity. You are expected to be familiar with and to abide by the University of Arizona's **Code of Academic Integrity**. To read a discussion of these issues in the context of **Business Mathematics I**, click on **Course Academic Integrity Policy**. Your instructor may provide additional information about the expectations for your section. Students found to be in violation of these policies will be appropriately sanctioned.

Daily Homework. The *Course Syllabus* lists the topics that are to be studied during each class meeting. The text contains exercises, **all** of which should be completed while studying the material.

Graded Homework. Exercise sets will be provided by your instructor and collected on a regular basis. The due dates for these assignments will be announced in class. **Your instructor will establish a policy on whether graded homework may be submitted by individuals or by teams.**

Reports. Teams will give preliminary and both oral and written final reports on the projects. All written reports must be printout of either *Word* files or *Excel* workbooks. Any member of a team may be called upon to explain material during the oral report. Your instructor will inform you of the report grading policy in your section.

Computer Quiz. A computer quiz will be given during the week of April 20. Your instructor will notify you about the specific date of the quiz.

Examinations. Two midterm examinations will be given as shown in the *Course Syllabus*. **Final examinations in all sections of Math 115a will be given at a common time, Wednesday, May 13, 2009, from 5 p.m. to 7 p.m.** Your instructor will notify you about the location of the examination.

Additional Work. Your instructor may give credit for announced or unannounced **quizzes**, and for various types of additional work, including *Excel* assignments.

Questions regarding the grading of any assignment or exam must be addressed no later than one week after the assignment or exam is returned.

Course Grades. Homework will be worth 100 points, the two team projects will be worth 150 points each, the computer quiz will be worth 50 points, the two midterm examinations will be worth 100 points each, and the final examination will be worth 200 points. Other work, if any, may earn additional points. Your course grade will be based upon the fraction of the total possible points that you earn. If you earn at least 55% of the total points for individual work **and** at least 55% of the total points for team work, then the following grading scale will be used.

- A: 90% of total points
- B: 80% of total points
- C: 70% of total points
- D: 60% of total points

Otherwise, you will receive a failing grade for the course. For course grade purposes, individual work is defined to include individual homework, the computer quiz, the midterm examinations, the final examination, and quizzes, if any. Team work is defined to include team homework and the preliminary and final reports on the projects.

Incomplete Grades. If you fail to complete the course due to circumstances unforeseen, then you may qualify for a grade of I ("incomplete") if all of the conditions are met:

1. You have completed all but a small portion of the required work.
2. You have scored at least 50% on all work completed.
3. You have a valid reason for not completing the course on time.
4. You agree to make up the material in a short period of time.
5. You ask for the incomplete before grades are due — 48 hours after the final exam.

Students with Disabilities. If you anticipate issues related to the format or requirements of this course, please see your instructor during office hours or by appointment to discuss ways to ensure your full participation in the course. If you determine that formal, disability related accommodations are necessary, it is very important that you be registered with the Disability Resource Center (621-3268; drc.arizona.edu) and that you provide your instructor with official notification of your eligibility for reasonable accommodations. You and your instructor can then plan how to best coordinate your accommodations.