**Syllabus Quantitative Methods for Business and Economics – Econ 2500 (Sec. 3)**

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| Time: MWF. 2:00-2:50 pm | Venue: BUS 118 | Mode: In-Person |
| Instructor: Jun He, Ph.D. | Email: [junhe@suu.edu](mailto:junhe@suu.edu) | Office: Bennion 312E |

Office Hours: MW 3-4:45pm (in-person, masked for the first 2 weeks, Bennion 303); TTH 3:30-4:45 pm (Zoom [989 1736 1891](https://suu-edu.zoom.us/j/98917361891)). You are strongly suggested to notify me of your plan to meet in advance.

You can communicate with me in a variety of ways, but if you are looking for a quick response, please email me. Expect a response from me within **one to two business days**. Please Specify your course number and section number in the title of your email.

**Course Description**

This course is an introduction to applied quantitative methods for business and economics. Spreadsheets (Excel) are used extensively as a modeling tool. College algebra (MATH 1050 or equivalent) and introductory statistics (MATH 2040 or equivalent) are essential prerequisites. (Prerequisite means that you are responsible to know the material covered in those classes.)

Main topics include introductions to calculus, linear programming, and data and regression analysis.

**Prerequisites**

Math 1050 – College Algebra

            Math 2040 – Business Statistics

**Essential Learning Outcomes**

* **Critical Thinking** - Students combine or synthesize existing ideas, images, or expertise in original ways, as well as think, react, and work in an imaginative way.
* **Digital Literacy:** Students strategically and responsibly employ appropriate technologies to explore, create, collaborate, and organize in a digital context.
* **Quantitative Literacy**: Students can understand and create sophisticated arguments supported by quantitative evidence and clearly communicate those arguments in a variety of formats (using words, tables, graphs, mathematical equations, etc., as appropriate).

**Expectations**

1. Take an active role in your education
2. Accept responsibility (including time management and active communication)
3. Be respectful to your peers and to the instructor

**Required Textbook:**

The textbook is available for purchase on amazon.com. The paperback version is $40 as is the kindle version. I highly recommend that you buy the paperback version.

Here is a link to the book: [Textbook](https://www.amazon.com/Quantitative-Methods-1st-Joshua-Price/dp/1099746752/ref=sr_1_3?keywords=quantitative+methods+suu&qid=1558711435&s=gateway&sr=8-3)

ISBN-13: 978-1099746758; ISBN-10: 1099746752

The **PHYSICAL** is required for this class – by “required” I mean that you are required to read it and understand the principles and concepts contained therein. It is written with questions for you to answer, kind of like a workbook.

**Supplemental Material - YouTube Channel**

There is a YouTube Channel dedicated to this course. The page is called SUU Econ 2500 and can be found here ([link](https://www.youtube.com/channel/UCIfMKCcnnajlXdDTmMOzCjg)) and on Canvas. This channel has videos of lecture notes and other examples from this course. The numbering of the videos corresponds to chapter numbers in the textbook. I highly recommend utilizing this as the walkthroughs provide valuable step-by-step procedures for performing exercises like those on homework and exams.

**Learning Materials:**

I will post the learning materials on Canvas under the **Module section**. Also, you are required to check my announcement at least twice a week to ensure that you are updated with the most recent information.

**Other Resources:**

For Cedar City students, a link to the tutoring center with their hours will be provided. I also highly recommend study groups. TA’s information will be updated in this syllabus when he/she is hired.

**Problem sets** are to be turned in before the due date. PLEASE start early. To receive full credit for an assignment,

* Each question must be answered. This means that you do not have to answer it correctly, but at least make a full attempt. **If you fail to answer one question, you will receive a 0 on the entire assignment. I am serious about this policy.**
* If you answer each question, but fail to put forth a good effort, you may be docked additional points. For example,

Question: What is the right answer? Explain.

Answer: 12 (which is correct but you did not explain)

You will lose points.

* Each problem set needs to be submitted in a **word document or pdf**. Occasionally you may be required to attach an Excel document. It is recommended that you learn how to use equation editor within Word. Usually, when work is performed in Excel you will need to copy and paste the relevant portions into the Word file. Taking photos or poor-quality scans will lose points or count as a zero.
* Each assignment shows original work: no copying, no pasting, no submitting work done by anyone else. If this happens once you will receive a 0 on that problem set, if it happens twice you will receive a 0 on all problem sets.
* Late Work. Late assignments and quizzes will not be accepted. I encourage you to plan accordingly. I am willing to make exceptions under specific circumstances AND when notified beforehand and justified by official documents.[[1]](#footnote-1) Open communication with the professor is important.

Each problem set will be graded based on these criteria. **Answers will be posted on Canvas on the day following the due date and it is up to each student to review their own assignment for correctness**. Students who do this on a regular basis tend to be those that perform the best in this course.

**Quizzes** will be administered through Canvas. They are designed to serve as intermediary measures of your mastery of the material. You may use notes and the book to complete the quizzes, but you may NOT use other people to answer the questions.

**Exams:**

There will be three exams in this course, each of equal weight and none of which are cumulative. These exams can be challenging. They may contain questions that you have already seen before in the textbook, problem sets, or quizzes. However, They may also contain questions that you have not seen before but are based on the concepts covered in the class (you are expected to apply what you learn to solve new problems, this is what matters in “higher” education).

The best way you can prepare is to 1) engage in the learning process, 2) spend time working on the problem sets and understanding the concepts covered, 3) grade your own problem sets for correctness, and 4) teach others the concepts covered in the class.

I will not allow for make-up exams if you miss an exam **except** under specific circumstances with proof and if notified of a justified reason beforehand (in a week’s advance at least).[[2]](#footnote-2) The exam will be administered by the **testing center.** I will notify the tested chapters, date, and venue in class and notice.

**Grading**

Grading will be based on the following point distribution:

Problem Sets 25%

Quizzes                                   15%

Exam 1                                    20%

Exam 2                                    20%

Exam 3                                    20%

 Total                                      100%

At the end of the term, grades will be awarded based on the following cutoffs.

≥ 92%   =        A              80-81.99%      =      B-                     67-69.99%      =      D+

90-91.99%   =     A-            77-79.99%      =      C+                    62-66.99%      =      D

87-89.99%   =     B+           72-76.99%      =      C                       60-61.99%      =      D-

82-86.99%   =     B             70-71.99%      =      C-                       < 60%             =      F

If you are worried about your grade, please watch the following video as a template of what you should not do. [I am worried about my grade](http://www.youtube.com/watch?v=WVvKnq5XT-g).

***Missing any exam with no legit reasons supported by official documents (see footnote 3) means an automatic “F” to this class.***

Curve: The grading standard is set and you should not count on a curve. In the very rare cases where there has been a curve, it is usually a small curve on a specific exam when the majority of the class misses a new question that we are piloting. This curve is very small at best.

Extra Credit: There will be no extra-credit work that you can do to bump up your grades.  Instead of trying to boost your grade with extra course work, FOCUS on studying and performing well on the mandatory class material. **DON’T EXPECT CORRECTION POINTS.**

**APPEAL: Grading of assignments, quizzes, and exams will usually be posted within one week of the due date. After the grade posting date, you have up to one week to appeal for grading issues. Requests to appeal grades beyond the period will not be accepted.**

**Other Resources**

**Teaching Assistant: Julia Pallan can be reached via email (**[julia.christine.pallan@gmail.com](mailto:julia.christine.pallan@gmail.com)**) or through text message at** (307)-887-6736. She will hold office hours at Benion 303 on Friday, 3 -5 pm. Besides, you can also seek help from the tutoring center.

**Policies**

**COVID and Attendance Expectations**

**(Refer to** [**https://www.suu.edu/coronavirus/**](https://www.suu.edu/coronavirus/) **for updated campus policy regarding COVID.)**

**What should I expect in the classroom this semester?** (The following are general guidelines for the classroom environment.)

**Class Attendance is Required.** This is a Face-to-Face course, however, depending on how the pandemic evolves going forward, we may need to switch to either Synchronous Remote, or Hybrid, but, whichever modality, your attendance is required. If you are ill or instructed to isolate or quarantine, you may request a faculty member record the class and share it with you or you may request other reasonable accommodations. I will work with you to develop a plan for completing coursework while you are isolated/quarantined. In order for you to receive academic accommodations and ensure that your request is communicated to me; also, you must submit the [self-report](https://my.suu.edu/covid/selfreport/) form in order for you to receive academic accommodations and ensure that your request is communicated to relevant personnel.

Course [delivery modalities](https://www.suu.edu/registrar/onlinehybrid.html) may be modified in response to COVID conditions: SUU is employing every effort to maintain a learning environment that is engaging and safe. The course modality listed when you registered for courses should remain for the semester; however, due to COVID conditions, the delivery of modality for our course may change during the semester. Normally, these changes will be short-term (possibly the length of a quarantine or isolation time period), or in some cases longer. When such a modification is needed, faculty members will work with their department chair and/or dean, and the students to maintain an effective learning environment.

ZOOM ETIQUETTE: If your instructor utilizes the Zoom online conference system, you will need to have a way to communicate (a webcam, a microphone, a smartphone/landline, or using chat within the Zoom app). We will adopt the same rules and norms as in a physical classroom (take notes; participate by asking and answering questions; wear classroom-ready clothing). For everyone’s benefit, please:

●Join the course in a quiet, distraction-free location;

●Be aware of your background if you have video enabled;

●Mute your microphone or phone unless you are speaking;

●Close browser tabs and software not required for participating in class; and

●Remember that SUU classes are in the Mountain Time zone.

The success of this class will depend on the same commitment to learning we all typically bring to the physical classroom.

ACADEMIC INTEGRITY: Scholastic dishonesty will not be tolerated and will be prosecuted to the fullest extent (see [SUU Policy 6.33](https://www.suu.edu/policies/06/33.html)). You are expected to have read and understood the current SUU student conduct code ([SUU Policy 11.2](https://www.suu.edu/policies/11/02.html)) regarding student responsibilities and rights, the intellectual property policy ([SUU Policy 5.52](https://www.suu.edu/policies/05/52)), information about procedures, and what constitutes acceptable behavior.

In particular, it is expected that all tests and assignments turned in by an individual student will represent the work of that student alone, and not the work of someone else. Students are encouraged to help each other learn and get past sticking points. But do not do essential parts of an assignment for someone else or represent someone else’s work as your own, i.e. copy and paste. In addition, you may not discuss in any detail the contents of exams outside of class.

ADA STATEMENT: Students with medical, psychological, learning, or other disabilities desiring academic adjustments, accommodations, or auxiliary aids will need to contact the Disability Resource Center, located in Room 206F of the Sharwan Smith Center, or by phone at (435) 865-8042. The Disability Resource Center determines eligibility for and authorizes the provision of services. If your instructor requires attendance, you may need to seek an ADA accommodation to request an exception to this attendance policy. Please contact the Disability Resource Center to determine what, if any, ADA accommodations are reasonable and appropriate.

Please beware of the processing time of your request to plan accordingly. Also, please remind your instructor of your approved accommodation within 3 days after the exam date is posted to ensure your accommodation is arranged. Please be advised that you may not reveal your personal information (including health status) in the reminder.

EMERGENCY MANAGEMENT STATEMENT: In case of emergency, the University's Emergency Notification System (ENS) will be activated. Students are encouraged to maintain updated contact information using the link on the homepage of the mySUU portal. In addition, students are encouraged to familiarize themselves with the Emergency Response Protocols posted in each classroom. Detailed information about the University's emergency management plan can be found at <http://www.suu.edu/emergency>

HEOA COMPLIANCE STATEMENT: For a full set of HigherEducation Opportunity Act (HEOA) compliance statements, please visit <https://www.suu.edu/heoa>.The sharing of copyrighted material through peer-to-peer (P2P) file sharing, except as provided under U.S. copyright law, is prohibited by law. Detailed information can be found at <http://www.suu.edu/it/p2p-student-notice.html>. You are also expected to comply with policies regarding intellectual property ([SUU Policy 5.52](https://www.suu.edu/policies/05/52.html)) and copyright ([SUU Policy 5.54](https://www.suu.edu/policies/05/54.htm)).

DISCLAIMER STATEMENT: Information contained in this syllabus may be subject to change with advance notice, as deemed appropriate by the instructor.

CANVAS HELP” For Canvas questions, call the canvas office M-F 8-5 at 435-865-8555, email them at [canvas@suu.edu](mailto:canvas@suu.edu), or contact 24/7 support with Canvas at 877-214-8854, through live chat here <https://cases.canvaslms.com/liveagentchat?chattype=student&sfid=001A00000085pbDIAQ> or email [support@instructure.com](mailto:support@instructure.com)

1. For expectable events, such as jury duty, wedding and funeral, service notification, wedding announcement and obituary are acceptable documents. For personal health issues, recommendation letters for leave opened by liscenced health care providers are acceptable documents. (No personal information of you should be revealed in this letter.) For unexpectable emergency like car accidents, police reports can function as justification for your leave. Please inform me as soon as the event emerges so that we can plan ahead. Ex-ante notification for forseeable events and prompt notification for unforeseeable emergencies to me are strongly encouraged. As instructor, I reserve the right to decline request for consideration if there is unreasonable latency in the report. [↑](#footnote-ref-1)
2. For expectable events, such as jury duty, wedding and funeral, service notification, wedding announcement and obituary are acceptable documents. For personal health issues, recommendation letters for leave opened by liscenced health care providers are acceptable documents. (No personal information of you should be revealed in this letter.) For unexpectable emergency like car accidents, police reports can function as justification for your leave. Please inform me as soon as the event emerges so that we can plan ahead. Ex-ante notification for forseeable events and prompt notification for unforeseeable emergencies to me are strongly encouraged. As instructor, I reserve the right to decline request for consideration if there is unreasonable latency in the report. [↑](#footnote-ref-2)