

MATH 267: CALCULUS FOR BUSINESS, ECONOMICS, AND ACCOUNTANCY I COURSE SYLLABUS - SPRING 2008

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Office: Hume 318
Office Hours: MWF 11:00-noon, T 11:00-1:00pm

Math Department Tutoring: MTW from 3-6pm and Th 3-5pm in Hume 321.

Required Materials:

Text: Essential Calculus with Applications (Second Edition) by Wright, Hurd, New. ISBN: 0-918091-95-0

Software: Hawke's Learning Systems, Essential Calculus

TESTS:

1. There will be four major tests during the semester. Each test will count 100 points. The test questions will be similar in format to the examples in class and the homework problems.
2. Homework will count as a 100-point grade. Homework will be done using Hawke's and must be submitted by the due date. Handwritten homework could be assigned as well. **Late homework is not accepted for any reason.**
3. The final examination is comprehensive and will count 200 points.

VERY IMPORTANT:

1. If a test is missed for ANY reason, a grade of 0 will be given. There will be absolutely NO make up tests given for ANY reason.
2. The lowest of the four test grades can be replaced by the final exam *percentage*, if it is higher. Note that the homework grade cannot be replaced.
3. Any person who must miss a scheduled exam because of an official University function must reschedule and take this exam at a time BEFORE the exam is scheduled to be given. NO OTHER rescheduling will be allowed. Signed documentation on University letterhead is required.
4. An "I" grade will not be given without the permission of the Department of Mathematics.
5. Students must show all work for each test question and arrive at a correct answer.
6. 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.
7. Any student having three or more final examinations scheduled for the same day will arrange with the instructor to take the 12 noon examination or the 7:30 p.m. examination on some other mutually satisfactory date. Please note that only the 12:00 noon and the 7:30 p.m. examinations may be rescheduled for this reason.
8. Students must take the final exam at the time scheduled. The only exceptions are those students affected by #3 or #7 above. Check the date for your final exam **NOW!**
9. Homework will be assigned for each section of material and will count for a total of 100 points.
 - Homework assignments will be done on the computer using the Hawkes software.
 - Due dates for each homework assignment are listed within the Hawkes' progress report (www.hawkeslearning.com/umissesc).
 - The Hawkes software is discussed in detail on pages 4 – 7 .

FINAL GRADE: The cumulative point total for the tests, quizzes, and final examination is 700 points: 400 tests (after dropping one), 100 quizzes/homework, 200 final exam. The following point scale will be used to determine your final grade.

Grade	Points Necessary for Grade
A	630 = 90% of 700
B	560 = 80% of 700
C	490 = 70% of 700
D	420 = 60% of 700
F	Below 420

ELECTRONIC DEVICES: All cellular phones, pagers, and other electronic equipment should be turned off during the class period.

CALCULATORS: Graphing calculators are welcome in our calculus classroom. Please note, however, that calculators with a Computer Algebra System and/or a QWERTY keyboard are not allowed during tests and quizzes. This includes, but is not limited to, the TI-89, the TI-92, and the Casio Algebra FX 2.0. Further note that cell phone calculators cannot be used during the test.

CHEATING: The following statement is the policy of the Department of Mathematics in Math 267 regarding cheating:

Offenses: Cheating on any exam or quiz, theft or attempted theft of exam questions, possession of exam questions prior to the time for examination, or the use of an illegal calculator on tests or quizzes 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 failure in the course and, subject to the approval of the Chancellor, dismissal or suspension from the University.

WITHDRAWAL DEADLINE DATE FOR SPRING 2008 SEMESTER: Wednesday, February 27th. 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 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 deadline will not be permitted because of dissatisfaction over an expected grade or because the student is changing his or her major.

COURSE OBJECTIVES: The purpose of the first Business Calculus class (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.

ATTENDANCE POLICY: For classes meeting three days a week students are allowed 6 absences at no penalty. For classes meeting two days a week students are allowed 4 absences at no penalty. For each absence above the allowed limit, 10 points will be deducted from the students final point total. Students should keep track of their own attendance record. Students will not ask the instructor how many absences he or she has. Likewise, the instructor will not tell a student how many absences he or she has. If a student cannot remember how many absences they have, then that student probably has too many absences. Students must take the responsibility of telling the instructor in advance if they must leave early and must discuss with the instructor immediately after class if they entered the classroom after class has begun.

ACADEMIC 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). Contact will then be made by that office through the student to the instructor of this class. The instructor will then be happy to work with the student so that a reasonable accommodation of any disability can be made.

SPECIAL DATES:

Martin Luther King, Jr. holiday: Monday, January 21

Spring Break: Monday, March 10—Friday, March 14

Good Friday: Friday, March 21

Classes end: Friday, May 2

FINAL EXAMS: Monday, May 5—Friday, May 9

COMPUTERS: This course will be taught with the use of computers.

- Any questions regarding problems such as internet access in the dorms should be directed to the IT Helpdesk at 662-915-5222.
- Problems involving the Hawkes software should be directed to their technical support department.
 - Frequently asked questions about the software are listed and answered at the following link: hawkeslearning.com/PC_Support.htm
 - Students may submit a request for technical assistance by visiting the above site.
 - The technical support office is open Monday – Friday from 7:30am til 4:30pm (central time)
 - Students may call (843) 571-2825 to receive assistance with the software.
 - Students may also email their office: support@hawkeslearning.com

SUGGESTED PROBLEMS AND TENTATIVE TEST DATES:

TEST ONE: *Review of Domains, Limits, Continuity, and Basic Derivatives*

MWF Classes: Wednesday, February 13

TTh Classes: Tuesday, February 12

Section Number	Problems
1.6	1-18; 40-62
2.1	20-78
2.2	1-23; 31; 34-35; 45
2.3	1-24; 41-50
2.4	4-6; 9-22
2.5	1-66

TEST TWO: *Derivatives using Product, Quotient, and Chain Rules, and Implicit Derivatives*

MWF Classes: Wednesday, March 5

TTh Classes: Thursday, March 6

Section Number	Problems
3.1	1-54; 57-59
3.2	1-50; 57-62; 67-68; 70
3.3	1-30

TEST THREE: *Local Extrema and the Derivative Tests, Concavity, and other Applications*

MWF Classes: Friday, April 4

TTh Classes: Thursday, April 3

Section Number	Problems
3.4	1-67
3.5	1-42
4.1	6-29; 38-63; 71
4.4	1-14
4.5	1-11; 13-15

TEST FOUR: *Exponential and Logarithmic Functions and their Derivatives*

MWF Classes: Friday, April 25

TTh Classes: Thursday, April 24

Section Number	Problems
5.1	All
5.2	All
5.3	1-48; 55-60
5.4	1-18; 25-38

FINAL EXAM, covering all material: Monday, May 5 – Friday, May 9

All dates on the above schedule are subject to change at the discretion of the course coordinator. The time and date of the final exam cannot be changed.

Check the date of the final exam for this class NOW!

READ THE FOLLOWING PAGE **BEFORE** INSTALLING THE SOFTWARE

The Hawkes Learning Systems courseware connects to *www.hawkeslearning.com* to retrieve the Ole Miss HW curriculum during the installation process. It also connects to the HLS website to process homework certificates so that they are entered in your instructor's online grade book.

In order for this to work properly, the following conditions must be met:

1. Connect to the Internet prior to installing the Hawke's courseware. If you have a high speed connection via a DSL or cable modem then you are already connected.
2. During the installation process ... when prompted for the HLS **CourseID**, please type **UMissESC**
3. Does your computer have a software firewall such as Norton or McAfee? Firewalls are designed to treat unrecognized programs harshly, denying access to the Internet unless the program is manually added to an approved list of internet-enabled applications. **Students (with these firewalls) need to configure the firewall to permit the Hawkes Learning Systems courseware access to the Internet.**

Norton Internet Security 2006:

1. Double-click the **Norton Internet Security icon** in the system tray (a green or gold globe).
2. Double-click **Personal Firewall**.
3. On the Programs tab, locate each of the Hawkes Learning Systems applications (see list below).
4. Change the permission level to **Permit All**

McAfee products:

1. Open the McAfee icon in the Windows system tray (a capital M?), point to **Personal Firewall**, then select **Internet Applications**.
2. On the Internet Applications page, locate the Hawkes Learning Systems applications (see list below).
3. Click **New Allowed Application** to allow the application full internet access.

Hawkes Learning Systems programs that access the Internet:

- TOC.EXE (or Table of Contents)
- DISP.EXE
- MENU.EXE
- ALGCOM.EXE (or HLS Courseware Common EXE)

ESSENTIAL CALCULUS STUDENT DIRECTIONS

TO INSTALL THE SOFTWARE AT HOME:

1. Place CD #1 – Installation Disc in the CD-ROM drive.
2. The installation will begin automatically. Follow the on-screen instructions.
3. You will be prompted to enter a **HLS Course ID**.
-If you have internet access, select “Yes, the Course ID is:” and enter *UMissESC*.
-If you do not have internet access, select “No, I will not be accessing an online gradebook from this computer.”

TO GET YOUR ACCESS CODE:

1. Either go to www.hawkeslearning.com and click on “**get your access code**” or click on the “**I need an access code link...**” from the software.
2. Fill out the form (including your 15-digit license number from the yellow sticker on the CD sleeve). Click on the submit button and your personalized Access Code will appear on the screen. You will also receive an e-mail with the Access Code as an attachment called “access.cod” which you should save to a floppy disk or another device.

TO ENTER THE SOFTWARE AND SAVE YOUR ACCESS CODE:

1. Double-click on the purple diamond icon on your Desktop (or go to Start, Programs, Hawkes Learning Systems).
2. Enter your Access Code when prompted. You may type it, paste it, or load it from a disk by clicking the “Load From Disk” option. If you type or paste your Access Code, you will be prompted to save it. Save your Access Code to avoid typing it each time.

TO ENROLL IN YOUR INSTRUCTOR’S GRADEBOOK:

1. **If you have internet access** and have entered your HLS Course ID (which is *UMissESC*), you will be asked to enroll in your instructor’s gradebook. Choose your instructor’s name and the correct section.
2. **If you do not have internet access**, you will need to enroll in your instructor’s gradebook by going to www.hawkeslearning.com/UMissESC. After entering your Access Code, you will be prompted to choose your instructor’s name and the correct section.

TO CERTIFY (DO YOUR ASSIGNMENT IN THE SOFTWARE):

1. The **Certify** option is where you will complete your assignment.
2. After certifying, you will be given a certification code (this verifies that you completed your assignment). It is recommended that you save and/or print your certification code.
3. **a. If you have internet access**, you should receive a message that says your certificate for the lesson has been registered successfully. If you do not receive this message, follow the directions under “**b.**”
b. If you do not have internet access, you will need to manually submit your certification code on the internet to get credit for your assignment in your instructor’s gradebook. To do this,
 - Go to www.hawkeslearning.com/UMissESC and log in using your Access Code.
 - Click the [Submit Certificate\(s\)](#) tab option.
 - If you saved your certification code to a file, click “Browse” to find your code and click “Submit Certificate”. If you have a paper copy of your certificate, click the “Type or Paste” tab, select the lesson you have certified in, type in your code and click “Submit Certificate”.

* Be sure you submit your Certification Code ON or BEFORE the due date to get full credit for the assignment.

www.hawkeslearning.com · support@hawkeslearning.com

(THE SOFTWARE IS NOT COMPATIBLE WITH Macintosh computers, but you can purchase an emulator such as Virtual PC or Parallels which will allow you to then use the software on your Mac.)

THE HAWKES SOFTWARE IS INSTALLED AT THE WEIR HALL COMPUTER LAB.

Business Calculus students are also welcome to use Weir Hall during their extensive operating hours.

The schedule is posted at <http://www.olemiss.edu/itlabs/>

HAWKES SOFTWARE: ONLINE versus OFFLINE USAGE (HOME COMPUTERS)

Students can choose to work OFFLINE or ONLINE to complete their HW assignments.

- To work OFFLINE, open your Hawkes program, enter your access code, and choose to work offline.
- Offline usage for doing the HW is fine, but a student must be online when submitting his certificate of completion to the instructor's grade book – see the next page for submitting directions.

- To work ONLINE, open your Hawke's program and enter your access code.
(Students using a phone line connection need to first connect to the internet before opening the program.)

If a student notices that the HLS courseware is experiencing difficulties in connecting to the internet, please see page 4 of the syllabus.

HAWKES SOFTWARE: THE PRACTICE MODE VERSUS THE CERTIFY MODE

Practice mode	Certify mode
Practice problems are similar to the ones that you will encounter during certify mode.	Certify problems are the HW assignment problems.
During the process of practicing problems, you are allowed to incorrectly answer an unlimited number of questions. If you make a common error, the software will tell you which specific error you are making.	You will be allowed to incorrectly answer a select number of questions. If you exceed the allowable number of strikes, the certification lesson will end and you will be required to start over.
There is a tutor feature ... that will either guide you through the steps to working a problem or will present a complete solution to the problem.	If you miss a problem, you will receive a strike and then may request to see a detailed solution of the problem.
After practicing the problems, you should be prepared to enter the certify mode.	After successfully certifying in a lesson, you will be presented with a certificate of completion that contains a code ... this code must be electronically submitted to the instructors' grade book.

STEPS TO FOLLOW AFTER RECEIVING A CERTIFICATION CODE:

- Save the certification code (to at least a temporary location).
- After saving the lesson, select the quit option ... it is not necessary to print the certificate.
- If you do not have internet access, you will have to submit the certification code later ... directions given below.
- If you do have internet access, you should receive a message that the certificate has been successfully submitted to the instructor's grade book. Check your progress report (www.hawkeslearning.com/umissesc) to ensure that the earned points have been entered in the grade book.
- If the earned points fail to appear in the progress report, you need to resubmit the saved certification code before the due date to get full credit.

If you do not have internet access and Certify offline, you will need to electronically submit your certification codes to the instructor's grade book:

- Go to www.hawkeslearning.com/UMissESC and log in using your access code.
- Choose the Submit Certificate(s) tab at the top of the page.
- Browse to find the saved certificate if you saved it and click Submit Certificate.

Please read the following in case it happens to you!

Q: *I didn't save my certificate to a file and my instructor won't allow me to type the certificate from the Progress Report. How can I get credit for my work?*

A: Backup copies of all completed certificates are located in the "Hawkes Learning Systems" folder in the folder "My Documents" on the computer used for the work. Open your Progress Report, click Submit Certificates, and click the Load from File tab. Browse to the folder mentioned above and choose the lesson to be submitted. Click the Submit Certificate button to register the appropriate certificates.

Other common questions and solutions can be viewed at the link: www.hawkeslearning.com/PC_Support.htm

- Students may submit a request for technical assistance by visiting the above link.
- The technical support office is open Monday – Friday from 7:30am til 4:30pm (central time)
- Students may call (843) 571-2825 to receive assistance with the software.
- Students may also email their office: support@hawkeslearning.com

HAWKES HW ... MORE IMPORTANT INFORMATION!

- Submit certificates ON or BEFORE the due date to get the full 5-point credit for each assignment.
- Submit certificates within a two-day grace period to receive a half credit of 2.5 points.
- Submit certificates after the two-day grace period and receive 0 points.
- It is the student's responsibility to make sure that the earned points from doing the HW lessons are recorded in their Hawkes' progress report (and therefore in the instructor's grade book).
- Instructors will only accept certificates that are electronically submitted to their grade books; they will NOT accept printed certificates or handwritten codes.

Sign this page and return it to the instructor.

I have read the syllabus for Math 267 and I am aware of the terms, policies, and conditions of the class. This form must be returned to the instructor before the date of the first test.

SIGN NAME:

PRINT NAME:

SECTION NUMBER:

TIME CLASS MEETS:

STUDENT ID NUMBER:

DATE AND TIME OF FINAL EXAM: