Faculty/Instructor Information

Dr. Jamal G. Husein, Office: RAS 252
Phone: 325-486-6457
e-mail: jamal.husein@angelo.edu

Virtual office Hours: M T W & R: 10:30am – 12:45pm

Course Description
Product pricing, resource allocation, factor pricing, income distribution, and economic growth; contemporary problems such as foreign trade and agriculture.

COURSE OVERVIEW
This course is an introductory macroeconomics course aimed at introducing you to the terminology, methodology and theory used by Economists. It will provide you with the basic knowledge about the national economy and help you understand terminology and methods applied. The course will also introduce you to the basic economic concepts and models used in Understanding the functions & workings of the market system; (2) explaining and predicting the behavior of national output, unemployment and inflation; and (3) understanding monetary and fiscal policies and their impacts on the economy.

Prerequisites: MATH 1314 or 1332, or 1324 or equivalent. It is assumed that these prerequisites are either met or cleared by instructor.

Class Meeting Times: This is an online course offering. The course will be delivered via the Blackboard Learning Management System. The course site can be accessed at ASU's Blackboard Learning Management System

Technology: Must be able to retrieve materials from Blackboard and access online assignments. A student should also have a basic understanding of what a discussion forum is.
Virtual office hours

This is the main time that I will monitor/participate in the Discussion Board, respond to your emails and conduct any Collaborate Ultra video sessions. In addition and when possible, I will monitor and respond later each night.

Technical Support: The Technology Service Center (TSC) may be contacted by calling (325) 942-2911 or 1-866-942-2911 or by email at helpdesk@angelo.edu

Course Textbook

Principles of ECONOMICS, 2e Asarta | Butters, McGraw- Hill Education.

Buying options:

1. Available @ the bookstore as a package (Physical book and CONNECT access code).

2. You can just buy the CONNECT CODE from the book store (you will have access to the e-book and CONNECT).
A. You can buy directly from McGraw-Hill (Still you have to go through blackboard to do so). You will have access to the e-book and CONNECT. You will also have a choice to buy a physical copy of the book if you chose to do so for maybe an extra $30.

Remember with the e-Book choice, there is really no good option to PRINT book chapters from CONNECT! So if you want the physical book, either act quickly and contact the ASU book store or buy directly from McGraw-Hill (again, you will do this in blackboard).

Remember all EXAMS are open book exams, i.e., the use of the book, PP slides, and assignments are allowed.

**CONNECT registration process (VERY IMPORTANT)**

The student registration process is the same as in the past in that you **MUST first login** to blackboard and then click on **Connect Registration** link that I provide. By opening this folder, you will see a link the following Video:

Click on **CONNECT OVERVIEW VIDEO** and blackboard will send you to McGraw Hill Connect website where you will be guided through the registration process. This Registration needs to be done **ONCE** and you are done. After registration, watch the video and answer the multiple-choice question for 10 Bonus points.

Remember that you have access to the e-book and if a student wants a hard copy, they can purchase a copy from the bookstore or directly from the publisher.

**E-mail and Communication:** Always include subject and state which class and section you are in (instructors teach many classes/sections), title or name of the person you are writing to, content, and your name. The instructor will not respond to emails that are not written in proper manners.
Response Time

Assignments & LearnSmart grades will be available to you after submission. Exam grades will be available within 24 hours. I will respond within 18 hours of receiving your email/inquiry.

Missed/Late Work

- If you are unable to take an Exam for a valid reason, recognized by the university, such as illness or death in the family, a makeup exam may be scheduled. You will be required to produce documentary evidence to substantiate your claim. Any other excuse must be approved by telephone/email in advance. If no advance approval is given, there will be no make-up.
- Online Assignments are automatically submitted as is at 11:59pm on the due date. Any Assignment or part of it COMPLETED after due date and time will earn NO credit. There will be no makeup for missed Assignments as these are available to you in blackboard days before due date and time. In addition, you have TWO attempts at each assignment. Furthermore, we drop one assignment at the end of the semester so if you happen to miss one assignment, your final grade will not be impacted.
- LearnSmart Achieve (LSA) assignments are automatically submitted as is at 11:59 pm on the due date. LSA Homework or part of it COMPLETED after due date and time will earn NO credit. You have UNLIMITED attempts at the LearnSmart Achieve assignments and we drop the lowest LSA at the end of the semester so if you happen to miss one LSA assignment, your final grade will not be impacted.

Writing Guidelines

No writing is required in this course.

BLACKBOARD (BB)

Blackboard is the main website for this course. All required and optional practice work will be deployed in BB.

Everyone should automatically be enrolled in BB. You should see our course as one of your courses on your homepage list. If you do not see our class, contact "Students Blackboard Technical Support". Course material (Chapter by chapter PowerPoint slides and Lecture Notes), grades and online assignments and other information are also found on the University’s Blackboard.
Go to [http://blackboard.angelo.edu/](http://blackboard.angelo.edu/) and follow the instructions to "log-in",

- You should see "Principles of MACROECONOMICS – ECON 2301" as one of your courses. If you do not see our class, contact "Students BlackBoard Technical Support". When successfully logged in, you will see the following Links:

**Announcements:**
where all my announcements/communication regarding this course will be posted. All announcements will also be delivered to your emails.

**ORINTATATION**

- **START HERE**: Here you will find information on how to navigate the course
- **Syllabus/Policies**: Your detailed course outline, and other relevant information are posted.
- **Instructor**: My general & contact information.
- **IDEA**: when available, use this link to complete course evaluation.

**LEARNING LESSONS**

Here you’ll see 4 links to our 4 main lessons/periods. Within each LESSON, you’ll find THE FOLLOWING links:

- **COURSE DOCUMENTS/RESOURCES**
  - This folder contains each LESSON’s chapter by chapter PowerPoint slides and Other resources.

- **e-BOOK**: students taking online classes tend to search YouTube whenever they need help understanding something. They also prefer short videos focusing on one concept at a time. **Hence, while reading/studying from the e-book, you will find many short videos covering many concepts in every chapter.**
  - Each video focuses on a very specific learning objective/concept and each concept is anchored by a 2-4 minutes videos. The videos are very important and are meant to explain the material for almost every section in the book. The authors of the book created these videos and after reading any material in the book and PP slides, I encourage you to watch the relevant segment in the video that further explains any topic that you may think the book and PP slides were not effective in explaining.
  - You can play and replay each video at the pace that works for you.
Moreover, I will provide, when asked, a video with examples that explains any topic that you may need additional help with. Finally, the discussion board is also open and available to you to ask any questions that you have. I will respond swiftly and promptly to all your inquiries:

✓ **LearnSmart Achieve (LSA) Study modules – Required & GRADED**

LSA is an adaptive learning system designed to help students learn faster, study more efficiently, and retain more knowledge for greater success. Chapter by chapter modules (50 points each) will be deployed here. You have unlimited attempts at each LSA module. Keep taking each module until you receive full credit. Keep in mind that NO LATE SUBMISSION IS ALLOWED. Submission due
dates and times will be provided.

LSA modules are available at the beginning of each lessons and can be submitted earlier than due dates and times if you chose to do so. The lowest LSA score will be dropped at the end of the semester so only the highest 9 LSA modules will be included in your final grade.

✓ **ASSIGNMENTS - Required & GRADED**

this folder contains YOUR Chapter by Chapter GRADED MUTIPLE-CHOICE type Assignments. It will have a link to two folders:

- **Assignment for printing:** this is where you have access to a hard copy (pdf or a word document) of the assignment that you can print and work on. Upon completion, make sure to return to BB and open the other folder,

- **Assignment for Submission to electronically submit your answers PRIOR TO THE ASSIGNMENT DUE DATE AND TIME** to obtain credit points.

Note that you are allowed up to TWO attempts per Assignment. BB will give you instant feedback after the 1st submission. The feedback will inform you of which questions you missed (hopefully, with the 2nd submission you will be able to correct these questions and improve your assignment score).

Each Chapter Assignment will consist of about 20-30 multiple choice type questions and each assignment carries 50 points in total. Please do not wait until the last minute to work on your assignment. My advice to you is to do few
questions (on the printed copy that is) at a time so you will not be overwhelmed on the due date and time. Remember the assignments are posted chapter by chapter, so when you are done studying for a chapter, you can submit that chapter's assignment.

Please do not open an Assignment for SUBMISSION unless you are ready to submit all questions. Opening an assignment COUNTS as an attempt in blackboard. Due dates and times for all assignments are included in this course outline.

VERY IMPORTANT: After the 1st submission, make sure after you click SUBMIT to scroll down and click the OK button at the bottom right to get the feedback, i.e., which questions you missed.

The lowest assignment score will be dropped at the end of the semester so only the highest 9 assignments will be included in your final grade.

Important Information: Some of your assignments (and possibly Exams) will have BONUS Questions for BONUS points. These are true bonus. Anytime an assignment with over 50 points means above 50 is a bonus. For example, an assignment with 60 points and you made 40 points, your score is 40 out of 50 and NOT 40 out of 60.

Similarly, some exams will have bonus questions for bonus points. Again, these are TRUE BONUS.

Assignment Answer Key: to access the assignment answer keys, after the due date and time, follow these simple instructions:

1. Login to Blackboard;
2. Go to the Grade Center by selecting the link "My Grades";
3. Locate the row that has the Assignment you want to review and select the Assignment title;
4. Look to the far right of the row and select the GRADE.
5. Click on the Hyperlink;

EXAMS – Required & GRADED

This link will have each one of your online exams. Each Exam will cover the assigned chapters/material for that lesson, i.e., none of the exams are comprehensive (see requirements and Grading below).
Your EXAMS will consist of multiple choice type questions (40-50 questions per Exam).

You only have **ONE** attempt and each exam must be completed before the due date and time. Each exam will be made available on the assigned date at 8:00 a.m and it will disappear exactly at 11:59 p.m. of the same date. **No late submission is allowed.** You will have **90 – 120 minutes** to complete each exam. Once you click to begin an exam, it must be completed within the allotted time. Give yourself extra time, i.e., do not login to take the exam at or after 10:00 p.m. since you may not have enough time to complete it. **Each exam will have about 40-50 multiple choice type questions.** Only the highest three Exam scores will count towards your final grade, i.e., the Exam with the lowest score is automatically dropped.

To access the EXAM answer key, after the due date and time, follow these simple instructions:

1. Login to Blackboard;
2. Go to the Grade Center by selecting the link "My Grades";
3. Locate the row that has the EXAM you want to review and select the EXAM title;
4. Look to the far right of the row and select the GRADE.
5. Click on the symbol/Hyperlink;

To access the EXAM answer key and feedback, after the due date and time, follow these simple instructions:

1. For Exams, Login to Blackboard;
2. Go to the Grade Center by selecting the link "My Grades";
3. Locate the row that has the EXAM you want to review and select the EXAM title;
4. Look to the far right of the row and select the GRADE.
5. Click on the Hyperlink;

**EXAMS RULES:**

- Unless otherwise noted, all Exams are online;
- You are allowed to use your TEXTBOOK, your bb instructional material, your assignments, your own notes and a calculator. All else is not allowed.
You are not allowed to use any electronic devices other than the computer on which you are taking the exam on (You cannot have access to a second computer, tablet, iPad, Cell Phone, …, too many to list);

- You cannot have a friend or family member present while taking the Exam;
- You cannot use your phone (make or receive calls or Texts);
- You can use the browser of your choice for Exams but google chrome is recommended;
- Not necessarily a rule, but rather a strong recommendation, when possible use an Ethernet cord to “hard wire” your computer instead of Wifi. This will ensure that you will not lose internet connection with Blackboard during the Exam (if taking the Exam using a laptop, please make sure that it is connected to a power outlet or the battery is FULLY charged and can withstand at least two hours of the exam time);
- If I notice something that leads me to believe that you have violated one or more rules of taking the Exam, you will receive a zero and face possible disciplinary action.

**CONNECT (e-booook)**

This link can take you directly to CONNECT (after you click the CONNECT link, click Go to my CONNECT section) where you will have access to your e-book and other resources such as your LEARNSMART ACHIEVE.

**TOOLS**

- Email - the option to email the class, your instructors, classmates, or any combination of the aforementioned.
- My Grades - You can view and calculate your current grade and see what you made on assignments.
- Media Gallery - A place to view media, if any, shared by your professor that is relevant to this course.

**DISCUSSION BOARD**

Lesson by Lesson Forums are created where all can participate by asking and answering questions or discussing any relevant issues. Please note that this discussion board is OPEN to all students who wish to participate 24/7, i.e., it is a discussion amongst all of us. Participation in the Discussion Board is NOT required but highly recommended. You can ask questions, answer questions, respond to my comments or those of other students...etc.! I will moderate, monitor and participate whenever required or needed.

Please note that assignment questions are highly encouraged to be discussed in this FORUM to enhance your understanding. There is a thread devoted to each Lesson’s assignment. You can ask me or other participants about any of the questions in the assignments for further
explanations and guidance, but you are NOT ALLOWED to provide direct answers to any question (i.e., I answered “a” for question 4, I answered “c” for question 7, ... etc.). When a lesson/period is completed, its associated DB will no longer be available.

Please understand this: Taking an online course does not mean that you are completely on your own. I am available to help but in order for me to help you beyond what I make available in bb, you have to approach me with whatever issues you need help with. You must let me know immediately if you are having issues or struggling with any topic. I assure you that I will provide the needed help with examples.

**RESOURCES**

- **Blackboard Help** - External link with support for students using Blackboard.
- **Accessibility Resources** - Links to product accessibility information.
- **Library Resources** - Links to products and services offered by the ASU Library.

**Core Student Learning Outcomes**

By the end of this course students will be able to:

- LG1 (CT): Demonstrate proficiency in problem solving through analytical thinking, critical analysis, and/or creativity, as applied to business problems;
- LG2a (CS)a: Demonstrate competency in basic business skills in the area of interpersonal oral and written communications (visual only)
- LG2b (EQS): Demonstrate competency in basic business skills in the area of quantitative literacy
- LG4 (SR): Demonstrate appreciation of ethical issues and sustainability in order to conduct business in a socially responsible manner.

**Assessment Methods**

The above learning goals will be assessed using questions embedded in different exams.

**Course Objectives:**

By the end of the course, successful students should be able to:

1) Define economics, distinguish microeconomics from macroeconomics, positive
economics from normative economics, and command system from a market system (CT).

2) Perform supply and demand analysis to analyze the impact of economic events on markets (CS).

3) Know, estimate and interpret measurements of critical variables of the national economy (EQS, SR).

4) Understand, analyze and evaluate factors determining the output and price level in the national economy (CT2).

5) Identify and explain the purpose, tools, and limitations of fiscal and monetary policies (CT2).

Course Outline (Material in blackboard will be available based on these dates)

Please note that each topic is linked to a particular week. I reserve the right to drop/add topics if the course proceeds slower/faster than anticipated.

LESSON 1: 1/25 – 2/5

CHAPTER : FUNDAMENTALS

After reading this chapter, you should be able to:

1. Define microeconomics and macroeconomics.
2. » Identify the various resource categories used in economics.
3. » Define scarcity and explain its importance in economics.
4. » Identify the opportunity cost of a choice.
5. » Explain rational decision making.
6. » Define marginal benefit and marginal cost.
7. » Describe the relationship between marginal benefits and costs in equilibrium.
8. » Explain how resources are combined to produce output.
9. » Construct and interpret a production possibilities frontier.
10. » Calculate and explain opportunity cost using a production possibilities frontier.
11. » Identify comparative advantage using opportunity costs.
12. » Identify patterns of specialization using comparative advantage.
13. » Identify the terms of trade using comparative advantage.
14. » Illustrate the gains from trade in a production possibilities frontier model.
15. » Illustrate how increasing opportunity costs affect the production possibilities frontier.
16. » Model the flow of resources, output, and monetary transactions in a simple economy.

CHAPTER : DEMAND

After reading this chapter, you should be able to:

1. Explain that prices and quantities traded are determined by the interaction of buyers and sellers in a market.
2. » Describe the relationship between the price of a good and the quantity demanded.
3. Explain why the demand curve is downward-sloping.
4. Calculate and construct a market demand curve using data provided.
5. Show how the demand curve changes in response to nonprice determinants.
6. Illustrate the effect of a change in income on demand.
7. Illustrate the effect of a change in buyers’ tastes and preferences, the number of buyers, and buyers’ expectations on demand.
8. Illustrate the effect of a change in the prices of substitutes and complements on demand.

CHAPTER: SUPPLY
After reading this chapter, you should be able to:

1. Describe the relationship between the price of a good and the quantity supplied.
2. Calculate and construct a market supply curve using data provided.
3. Show how the supply curve changes in response to nonprice determinants.
4. Illustrate the effect of a change in taxes and subsidies on supply.
5. Illustrate the effect of a change in resource prices and technology on supply.
6. Illustrate the effect of producers’ price expectations and a change in the number of sellers on supply.

LESSON 2: 2/5 – 2/18

CHAPTER: MARKET EQUILIBRIUM AND POLICY
After reading this chapter, you should be able to:

1. Show how demand and supply interact to determine an equilibrium price and quantity.
2. Calculate the magnitude of a surplus or shortage using supply and demand.
3. Predict how a change in demand will change equilibrium price and quantity.
4. Predict how a change in supply will change equilibrium price and quantity.
5. Predict how changes in both demand and supply will change equilibrium price and quantity.
6. Use supply and demand to determine the impact of a price ceiling on price and output.
7. Use supply and demand to determine the impact of a price floor on price and output.
8. Use supply and demand to determine the effect of a tax paid by suppliers on the price and equilibrium quantity of a good.
9. Use supply and demand to determine the effect of a tax paid by demanders on the price and equilibrium quantity of a good.

CHAPTER: PUBLIC FINANCE
After reading this chapter, you should be able to:

» Model the flow of resources, output, and monetary transactions in a simple economy that includes a government.
» Know the major categories of federal, state, and local revenues and expenditures.
» Determine whether a tax is progressive, proportional, or regressive.
» Determine whether a government is experiencing a budget surplus, a budget deficit, or a balanced budget.
» Calculate the national debt.
LESSON 3: 2/18 – 3/4

CHAPTER: MEASURING OUTPUT AND INCOME

After reading this chapter, you should be able to:

» Describe how gross domestic product is measured and identify its major components.
» Characterize the components of personal consumption and government expenditure.
» Calculate gross investment.
» Calculate net investment.
» Calculate net exports.
» Calculate gross domestic product when provided with national expenditures data.
» Identify the components of the income approach to national income accounting.
» Calculate real gross domestic product when provided with data.
» Calculate real gross domestic product when provided with data and describe how it relates to standards of living.
» Use real and nominal GDP to derive the gross domestic product price index.
» Describe the limitations of gross domestic product as a measure of output.

CHAPTER: ECONOMIC GROWTH

After reading this chapter, you should be able to:

» Describe economic growth in a historical context.
» Illustrate in a production possibilities frontier diagram how technology and resources affect economic growth.
» Calculate economic growth rates using provided data.
» Use the rule of 72 to estimate the time needed to double the size of an economy.

LESSON 4: 3/4 – 3/17

CHAPTER: BUSINESS CYCLES, UNEMPLOYMENT AND INFLATION

After reading this chapter, you should be able to:

» Identify the four phases of the business cycle.
» Identify the different types of workers in the labor force.
» Categorize various types of unemployment.
» Calculate the unemployment rate when presented with data.
» Calculate the natural rate of unemployment.
» Define inflation.
» Describe the component parts of the Consumer Price Index.
» Calculate the Consumer Price Index using provided data.
» Use the Consumer Price Index to measure the inflation rate.
» Use the Consumer Price Index to compare nominal values over time.
CHAPTER : AGGREGATE DEMAND AND AGGREGATE SUPPLY

After reading this chapter, you should be able to:

» Illustrate the aggregate demand curve.
» Derive the aggregate demand curve from the aggregate expenditures model.
» Explain why the aggregate demand curve is downward-sloping.
» Illustrate the effect on aggregate demand of a change in consumer and investment spending.
» Illustrate the effect on aggregate demand of a change in government purchases and net exports.
» Illustrate the short-run aggregate supply curve.
» Illustrate the effect on aggregate supply of a change in resource prices and productivity.
» Illustrate the long-run aggregate supply curve.
» Use the aggregate demand and aggregate supply model to determine equilibrium real GDP.
» Use the aggregate demand and aggregate supply model to determine how changes in its determinants affect equilibrium real GDP.
» Use the aggregate demand and aggregate supply model to relate recessions and expansions to real GDP.
» Use the aggregate demand and aggregate supply model to relate recessions and expansions to changes in the price level.
» Use the aggregate demand and aggregate supply model to define stagflation.

CHAPTER : FISCAL POLICY

After reading this chapter you should be able to:

» Illustrate the effect of fiscal policy on equilibrium real GDP and price level.
» Solve for the appropriate fiscal policy using changes in government purchases.
» Solve for the appropriate fiscal policy using changes in taxes.
» Describe the role and function of automatic stabilizers.
» Discuss the major limitations of fiscal policy.

Grading Policies

1. We will have four Exams including the Final; each will consist of about 40-50- multiple-choice type questions (similar to the multiple-choice assignments). Due dates and number of points assigned to each Exam are provided. None of the Exams are comprehensive. We will count the highest 3 Exams (i.e., the lowest exam will be dropped).

2. Ten online assignments (one per chapter) are posted in bb. Each chapter assignment consists of 15-30 MC questions. In addition to obtaining credit for completing these assignments, they are to help you learn the material and prepare you for each Exam. You have TWO attempts at each assignment and instant feedback will be provided upon completing your 1st submission. Remember only the 9 highest assignments will count in your final grade.

3. Ten LearnSmart Achieve (LSA) assignments are posted in CONNECT & bb. Each LSA module is designed to be completed in about 45 minutes. You have unlimited attempts at these so keep...
trying until you receive full credit for each module. The LSA with the lowest score is dropped at the end of the semester.

**This course employs the following to measure student learning.**

<table>
<thead>
<tr>
<th>Grade Calculations</th>
<th>Points</th>
<th>Due date and time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Lesson 1:</strong> Assignments 1, 2, 3</td>
<td>50 points each (150 points total)</td>
<td>2/3 by 11:59pm.</td>
</tr>
<tr>
<td>LSA 1, 2, 3</td>
<td>50 points each (150 points total)</td>
<td>2/3 by 11:59pm.</td>
</tr>
<tr>
<td><strong>Exam 1</strong></td>
<td><strong>367 points</strong></td>
<td>2/5.</td>
</tr>
<tr>
<td><strong>Lesson 2:</strong> Assignments 4 and 5</td>
<td>50 points each (100 points total)</td>
<td>2/16 by 11:59pm.</td>
</tr>
<tr>
<td>LSA 4 and 5</td>
<td>50 points each (100 points total)</td>
<td>2/16 by 11:59pm.</td>
</tr>
<tr>
<td><strong>Exam 2</strong></td>
<td><strong>367 points</strong></td>
<td>2/18 by 11:59pm.</td>
</tr>
<tr>
<td><strong>Lesson 3:</strong> Assignments 6 and 7</td>
<td>50 points each (100 points total)</td>
<td>3/2 by 11:59pm.</td>
</tr>
<tr>
<td>LSA 6 and 7</td>
<td>50 points each (100 points total)</td>
<td>3/2 by 11:59pm.</td>
</tr>
<tr>
<td><strong>Exam 3</strong></td>
<td><strong>367 points</strong></td>
<td>3/4 by 11:59pm.</td>
</tr>
<tr>
<td><strong>Lesson 4:</strong> Assignments 8, 9 and 10</td>
<td>50 points each (150 points total)</td>
<td>3/15 by 11:59pm.</td>
</tr>
<tr>
<td>LSA 8, 9 and 10</td>
<td>50 points each (150 points total)</td>
<td>3/15 by 11:59pm.</td>
</tr>
<tr>
<td><strong>Exam 4 (Final Exam)</strong></td>
<td><strong>367 points</strong></td>
<td>3/17 by 11:59pm.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>**2,000 points</td>
<td>100%**</td>
</tr>
</tbody>
</table>

Remember that only the highest 9 assignments and highest 9 LSA count towards your final grade (lowest assignment & LSA are dropped).

- 9 Assignments @ 50 points each  
  450 Points (22.5%)
- 9 LSA Modules @ 50 points each  
  450 points (22.5%)
3 Exams @ 367 Points each 1,100 Points (55%)  

| TOTAL | 2,000 points |

Angelo State University employs a letter grade system. Grades in this course are determined on a point/percentage scale:

- **A**: ≥ 1,800 points
- **B**: ≥ 1,600 points
- **C**: ≥ 1,400 points
- **D**: ≥ 1,200 points
- **F**: < 1,200 points

Note the following:

1. Your Exams (including the Final) are NOT comprehensive.
2. You are responsible for all material assigned.
3. Because of the way assignments and Exams are weighted, it is critical that you do not slack off. *I dislike giving failing grades but not averse to doing so to students who do not learn the material and or do the work. I will try my best to facilitate the learning process. In the final analysis, learning is your personal responsibility.*

**Course Policies**

**Academic Honesty and Integrity**

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding and complying with the university Academic Honor Code and the ASU Student Handbook.

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding the Academic Honor Code, which is contained in both print and web versions of the Student Handbook.

It is the professor’s intention to be as fair and impartial as is humanly possible. Therefore, all students will be asked to adhere to the same set of guidelines and rules UNLESS there are disabilities or documented extenuating circumstances that have been discussed with the professor and the Student Life Office. Please make sure you inform the professor as
soon as any situation arises. Do NOT wait until the problem is compounded by poor class performance, poor attendance, etc.

Academic integrity is expected. This includes, but is not limited to, any form of cheating, plagiarism, unauthorized sharing of work, or unauthorized possession of course materials. The professor assumes that all students can be trusted. Please do not violate this trust. Violation of academic integrity will result in a failing grade for the course.

**Code of Ethics**

Students, faculty, administrators and professional staff of the College of Business should always:

- Be forthright and truthful in dealings with all stakeholders
- Take responsibility for one’s actions and decisions
- Serve as an example of ethical decision-making and behavior to others
- Admit errors when they occur, without trying to conceal them
- Respect the basic dignity of others by treating them as one would wish to be treated

**Courtesy and Respect**

Courtesy and Respect are essential ingredients to this course. We respect each other’s opinions and respect their point of view at all times while in our class sessions. The use of profanity & harassment of any form is strictly prohibited (Zero Tolerance), as are those remarks concerning one's ethnicity, life style, race (ethnicity), religion, etc., violations of these rules will result in immediate dismissal from the course.

**Accommodations for Disability**

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA), and subsequent legislation.

Student Affairs is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability, and it is the student’s responsibility to initiate such a request by emailing studentservices@angelo.edu, or by contacting:

Mrs. Dallas Swafford
Director of Student Development
Office of Student Affairs  
University Center, Suite 112  
325-942-2047 Office  
325-942-2211 FAX  
Dallas.Swafford@angelo.edu  

**Student absence for religious holidays**  
As stated in the Angelo State University Operating Policy and Procedure (OP 10.19 Student Absence for Observance of Religious Holy Day), a student who intends to observe a religious holiday should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.

**Course Drop**  
To view information about how to drop this course or to calculate important dates relevant to dropping this course, you can visit [http://www.angelo.edu/services/registrars_office/course_drop_provisions.php](http://www.angelo.edu/services/registrars_office/course_drop_provisions.php).

**Incomplete as a Course grade**  
As stated in the Angelo State University Operating Policy and Procedure (OP 10.11 Grading Procedures), the grade I is given when the student is unable to complete the course because of illness or personal misfortune. An I that is not removed before the end of the next long semester automatically becomes an F. A graduate student will be allowed one year to remove a grade of I before it automatically becomes an F. To graduate from ASU, a student must complete all I’s.

**Grade Appeal Process**  
As stated in the Angelo State University Operating Policy and Procedure (OP 10.03 Student Grade Grievances), a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see Operating Procedure 10.03 at: [http://www.angelo.edu/content/files/14196-op-1003-grade-grievance](http://www.angelo.edu/content/files/14196-op-1003-grade-grievance).
https://blackboard.angelo.edu
https://www.angelo.edu/student-handbook/
https://www.angelo.edu/catalogs/
https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php
https://www.angelo.edu/services/disability-services/
https://www.angelo.edu/content/files/14197-op-1011-grading-procedures
https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php
https://www.angelo.edu/dept/writing_center/academic_honesty.php
https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of

😃Good luck 😃 End of syllabus