Course Textbooks and Other Materials

Required Workbook: Microeconomics Workbook: Principles and Practice (silver cover)

You must bring your workbook to every class meeting. You will have unannounced quizzes and homework assignments from your workbook throughout the semester.

Course Purpose, Goals and Objectives

This course serves as an introduction to business organization and the market economy. The techniques of economic analysis will be used to examine models of consumer behavior and producer behavior. Once developed, these tools of analysis will be applied to current economic problems.

Grading Policy

Your final grade in this course will be determined from your grades on all exams, unannounced quizzes, homework and outside assignments. You will take three 50 minute exams during the semester and each will be worth 150 points for a total of 450 points. Homework assignments will count 150 points total. The departmental final exam will be comprehensive and will count 300 points. Outside writing assignments and unannounced quizzes will be 100 points. The final grade is based on 1000 possible points according to the following scale:

- A = 1000 – 900
- B = 899 – 800
- C = 799 – 700
- D = 699 – 600
- F = 599 or below

A grade of incomplete will be assigned only for authorized and excused absences and with a time limitation for completion of course material. No extra credit assignments will be given during the regular semester.

Examination Policy

The assignment sheet will indicate the date of each exam and the chapters and/or pages to be covered. Exams will be returned in class, but the instructor reserves the right to recollect them and keep them on file. **You must bring a UNT student identification card, a non-programmable calculator, and a number 2 pencil to each exam. THERE WILL BE NO MAKE-UP EXAMS.** The missed points may be made up on the final exam only with prior Instructor approval. Students who miss a 50 minute exam must notify their instructor immediately and then present written documentation of a University excused absence within two (2) weeks of the absence or receive a zero for that exam.

YOU MUST PRESENT A VALID UNT STUDENT ID AND WRITE YOUR 8-DIGIT UNT STUDENT ID NUMBER ON YOUR EXAM TO RECEIVE CREDIT FOR THAT EXAM.

Final Exam - Comprehensive

The final exam will be comprehensive and will be worth 300 points. It will be given on Saturday, May 8th, at 2:00 p.m., in accordance with University policy. Your instructor will announce the location of the final exam at a later date.
Examination Dates

Tentative exam dates are listed below:

Exam I (Ch. 1 - 5) ......................... Tuesday, February 16, for TR classes
                                    Wednesday, February 17, for MWF classes

Exam II (Ch. 6 - 11) ....................... Thursday, April 1, for TR classes
                                      Friday, April 2, for MWF classes

Exam III (Ch. 12 - 15) ................... Thursday, April 29, for TR classes
                                      Friday, April 30, for MWF classes

Final Exam (Comprehensive) ............. SATURDAY, May 8, at 2:00 p.m.
                                      FOR ALL CLASSES – including Evening classes

Homework and Quizzes
Homework assignments will generally be taken directly from the workbook. Homework assignments
will not be accepted unless it is completed according to the Instructor’s directions. Late homework will
be treated according to your Instructor’s Administrative Guidelines.

Unannounced quizzes may be taken directly from the workbook. **If you do not have your workbook
and a number 2 pencil with you the day of a quiz, you may receive a zero for that quiz.** You must
come prepared to every class meeting. Missed quizzes cannot be made up. If the absence is excused, the
quiz grade will not be included in the tabulation of your final grade.

Outside Writing Assignments
Short writing assignments based on current economic conditions and periodical articles will be given
throughout the semester. Detailed instructions will be distributed in class at least one week prior to the
assignment due date. All completed assignments must be handed in during the class period in which they
are due.

Attendance Policy
Class attendance will significantly increase your chances for a better understanding of economics and a
better grade. Additionally, unannounced quizzes and homework assignments, which you might miss by
failing to attend, will lower your grade. You are responsible for getting any missed class notes or
assignments from a classmate. Students may be dropped with a grade of WF for nonattendance
beginning March 1st. See Administrative Guidelines, if applicable.

Classroom Conduct
You are expected to come to class on time and be prepared to take notes and participate in class
discussion. Students that habitually arrive late, leave early, and exit and enter the room during class are
disruptive. Personal conversations between students will not be tolerated. Do not bring food or drink
into class. Please be respectful of your fellow students and classroom surroundings.

Personal Electronics Policy
You may not have any personal electronic communications or other devices turned on during class
without my prior permission. Laptops may not be used in class EXCEPT for note taking purposes, and
only if the keyboard is on silent (no clicking of keys).
**E-mail Etiquette**

Only e-mails that are signed with your name, class, and section number will be answered. Put the course and section number in the subject line of your e-mail to ensure that it gets through and will be opened. Please address the recipient and use correct grammar and spelling. E-mail correspondence should be appropriate and should not contain requests for handouts, notes, grades, etc. to be sent or faxed to you, and should never be a request to treat your coursework and grade differently than what is outlined on this syllabus. Inappropriate e-mails and student requests will be forwarded to the Department Chair.

**Copyrights**

My lectures are protected by state common law and federal copyrights. They are my own original expression and I may record them at the same time I deliver them in order to secure protection. Whereas, you are authorized to take notes in class thereby creating a derivative of my lecture, the authorization extends only to making one set of notes for your PERSONAL USE. You are not authorized to record my lectures or to make commercial use of them without my prior express written permission.

**Miscellaneous**

To contact your instructor, please call or visit during the instructor's posted office hours. You may also use e-mail. **Outside of office hours, you can receive assistance at the Econ Help Center in Hickory Hall room 152.** The Help Center will be open weekdays beginning Monday, January 25th.

Feb 8 – last day to notify instructors in writing of any planned absences for religious HOLIDAYS.

March 15-21 SPRING BREAK – No classes

March 30 – the last day to drop the course with instructor consent.

***DO NOT CALL THE ECONOMICS DEPARTMENT FOR GRADES; TEST RESULTS AND GRADES MAY NOT BE GIVEN OUT BY THE ECONOMICS DEPARTMENT MAIN OFFICE PERSONNEL OR GIVEN OVER THE PHONE***

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<thead>
<tr>
<th>Class Week</th>
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<td>Chapters 1, 2</td>
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<td>15</td>
<td>Review for Comprehensive Final</td>
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Saturday, May 8, at 2:00 pm, **Final Exam**, in accordance with University policy
Cheating and Plagiarism

The UNT Department of Economics adheres to the University’s Policy on Cheating and Plagiarism. To view the complete policy go to www.vpaa.unt.edu

Cheating: The use of unauthorized assistance in an academic exercise, including but not limited to:

1. use of any unauthorized assistance to take exams, tests, quizzes or other assessments;
2. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments;
3. acquisition, without permission, of tests, notes or other academic materials belonging to a faculty or staff member of the University;
4. dual submission of a paper or project, or re-submission of a paper or project to a different class without express permission from the instructor;
5. any other act designed to give a student an unfair advantage on an academic assignment.

Plagiarism: Use of another’s thoughts or words without proper attribution in any academic exercise, regardless of the student’s intent, including but not limited to:

1. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement or citation.
2. the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in selling term papers or other academic materials.

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Disability Accommodation

If you have a disability for which you will require accommodation under the terms of the Americans with Disabilities Act or Section 504 of the Rehabilitation Act of 1973, please discuss your needs with me after class or at office hours.

The Economics Department cooperates with the Office of Disability Accommodation (ODA) to make reasonable accommodations for qualified students with disabilities. If you have not registered with ODA, we encourage you to do so. Please present your written accommodation request on or before the 4th class day.