Course Textbooks and Other Materials
Required Text:  Macroeconomics Workbook: Principles and Practice (2015-16 ed.; red cover)
You must bring your own copy (do not rent) of the current workbook to every class meeting. You
will also need a pencil, paper, and a non-graphing/non-programmable calculator (not a cell phone) for
most class meetings.

The Economics Help Center is located in Wooten Hall, room 320, and will be open starting Monday,
January 26th. The Help Center hours will be announced when the schedule has been finalized.

Course Purpose, Goals and Objectives
The purpose of this course is to develop and use economic theory to understand the relationships between
macroeconomic variables, how they change over time, and what policy instruments can be used to
influence them. National output, income, employment, the general level of prices, and interest rates are
some of the primary variables of interest. The topics covered in macroeconomics are those which appear
in the newspaper and affect our daily lives. A basic understanding of how the economy works is essential
not only to further scholarship but also to personal decision-making and so is relevant to all students.

Grading Policy
Your final grade in this course will be determined from your grades on exams, quizzes, homework, and
other in-class and take-home assignments.

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework Assignments</td>
<td>150</td>
</tr>
<tr>
<td>In-class Quizzes</td>
<td>50</td>
</tr>
<tr>
<td>Essays and Required-Participation Assignments</td>
<td>40</td>
</tr>
<tr>
<td>Out-of-class Writing Assignment</td>
<td>50</td>
</tr>
<tr>
<td>Exam 1</td>
<td>200</td>
</tr>
<tr>
<td>Exam 2</td>
<td>200</td>
</tr>
<tr>
<td>Comprehensive Final Exam and Essay</td>
<td>310</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,000</strong></td>
</tr>
</tbody>
</table>

Course grades are based on 1000 possible points and are assigned according to the following scale:

A = 900 – 1,000  B = 800 – 899  C = 700 – 799  D = 600 – 699  F = 599 or below

See http://registrar.unt.edu/registration/spring-registration-guide for detailed information about dropping
or withdrawing. Go to the department office (Hickory Hall, room 254) by Tuesday, April 7th to obtain a
drop slip (which I have already signed, circling a grade of “W”). If you stop attending and do not drop
the class, you will receive an “F” in the course.
You may request a grade of Incomplete only if at least one-half of the work has been completed with a passing grade and an emergency (illness, family emergency, etc.) prevents you from completing the rest. A time limit will be set for completion of all work when a grade of Incomplete is assigned.

**Examination Policy**

Exam dates and the chapters and/or pages to be covered are listed on page 3. Exams will be returned in class, but I reserve the right to recollect them and keep them on file. **You must bring a UNT student identification card, a non-graphing/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 my approval. If you miss a 50 minute exam, you must **notify me 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.**

**Comprehensive Final Exam and Essay**

The final exam includes 60 multiple choice questions (worth 5 points each) plus one essay worth 10 points for a total of 310 points; and it covers all of the material presented in this class. Our final exam is scheduled from **Thursday, May 14th, from 10:30am–12:30pm** and will be given in our regular room.

See [http://registrar.unt.edu/exams/final-exam-schedule/spring](http://registrar.unt.edu/exams/final-exam-schedule/spring) for the complete schedule of final exams.

University policy states: Faculty members are expected to administer final examinations at the designated times during the exam week. Any deviation from the published schedule of final examinations must be approved in advance by the appropriate academic dean. Students who have as many as three final examinations scheduled on one day may appeal to their academic dean to reschedule one of those examinations on another day during the final examination period.

**Homework, Quizzes, Essays, Required-Participation and Writing Assignments**

Homework assignments come from the Workbook. The pages and due dates for each assignment will be distributed in class (not on Blackboard). Homework assignments will not be accepted unless completed according to my directions; and homework will be due at the beginning of class and will not be accepted late. **Again, since I will be dropping some of your lowest homework grades, homework will not be accepted late under any circumstances. Homework counts for a total of 150 points.**

Quizzes may be unannounced and 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 will receive a zero for that quiz. You must come prepared to every class meeting. I do not give make-ups on missed quizzes for any reason, but since I will give 7 quizzes (and only count the best 5), I will drop two of your lowest quiz grades. **Quizzes count for a total of 50 points.**

2 essays and 2 other required-participation assignments will be given during class throughout the semester. **If you are absent on the day of in-class graded work, you must present evidence of an excused absence within 1 week of the absence to make up the missed work or you will receive a grade of zero.** The nature of any make-up assignment is at my discretion. **Essays and other required-participation assignments count for a total of 40 points.**

An out-of-class writing assignment will be given during the semester. Detailed instructions will be posted on Blackboard. **The out-of-class writing assignment counts 50 points.**
**Attendance Policy**  
Class attendance is expected and will significantly increase your chances for a better understanding of economics and a better grade. Additionally, unannounced quizzes and graded work which you might miss by failing to attend may lower your grade.

Lectures, discussions, and assignments will follow the workbook and each student is expected to read all assigned material.

**ARRIVING TO CLASS LATE AND LEAVING CLASS EARLY ARE INAPPROPRIATE AND COULD POTENTIALLY AFFECT YOUR GRADE!**

**Course Outline – Spring Semester**

<table>
<thead>
<tr>
<th>Class Week</th>
<th>Text Material Covered:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 20 - 23</td>
<td>Chapter 1</td>
</tr>
<tr>
<td>Jan 26 - 30</td>
<td>Chapters 1 and 2</td>
</tr>
<tr>
<td>Feb 2 - 6</td>
<td>Chapter 3</td>
</tr>
<tr>
<td>Feb 9 - 13</td>
<td>Chapter 4</td>
</tr>
<tr>
<td>Feb 16 - 20</td>
<td>Chapter 5</td>
</tr>
<tr>
<td><strong>Feb 23 - 27</strong></td>
<td><strong>Exam 1, begin Chapter 6</strong></td>
</tr>
<tr>
<td>Mar 2 - 6</td>
<td>Chapter 6</td>
</tr>
<tr>
<td>Mar 9 - 13</td>
<td>Chapter 7</td>
</tr>
</tbody>
</table>

**Mar 16 - 20**  
**Spring Break**

| Mar 23 - 27  | Chapter 8              |
| Mar 30 – Apr 3 | Chapters 8 and 9     |

**Apr 6 - 10**  
Finish material and review, **Exam 2**

| Apr 13 - 17  | Chapter 10             |
| Apr 20 - 24  | Chapter 11             |
| Apr 27 – May 1 | Chapters 11 and 12   |
| May 4 – 7    | Chapter 12 and review  |

**Thursday, May 14**  
**Final Exam 10:30am – 12:30pm in Wooten 222**

**Examination Dates**

Exam I (Ch. 1 - 5) .............................................. Tues, Feb 24

Exam II (Ch. 6 - 9) ................................. Thurs, Apr 9

Comprehensive Final Exam and Essay (Ch. 1 – 12) .... Thursday, May 14th, 10:30am – 12:30pm
**Classroom Conduct: Acceptable Student Behavior**
Student behavior that interferes with the Instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the Instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classrooms, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at [www.unt.edu/csrr](http://www.unt.edu/csrr).

**Personal Electronics Policy**
You may not have any personal electronic communications or other devices turned on during class without prior permission from me. **This includes laptops, tablets, MP3s, and cell phones.** Cell phones, head phones, ear buds, and other devices not previously approved may **not** be used during class. I will ask any student using any electronic device during class to leave class, and there will be a **10 point penalty on the homework total for the semester.** If this occurs a second time, I will submit a request to have the student withdrawn from the course.

**Email Etiquette**
I check my email at hellis@unt.edu Monday through Friday when UNT is open during the semester. Email correspondence should include your class and section number, should be appropriate, 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 emails and student requests will be forwarded to the appropriate campus administrator.

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

**Use of Blackboard**
Although I will not use Blackboard to post grades, I will use it for posting some departmental handouts (syllabi, review sheets, etc.), so you should check Blackboard periodically. Detailed instructions for other assignments (like homework problems to be turned in) will be given in class. A week before the final exam, I will give each student a grade sheet in class, listing the homework total, quiz total, exam grades, etc.

**Disability Accommodation**
The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability
Accommodation website at http://disability.unt.edu/. You may also contact them by phone at 940.565.4323.

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.

**Cheating and Plagiarism**

The UNT Department of Economics adheres to the University's Policy on Cheating and Plagiarism. View the complete policy at https://vpaa.unt.edu/academic-integrity.htm.

**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.

**Miscellaneous**

To contact me, please call or visit during the office hours listed on the first page of this syllabus. You may also contact me via email (see above). **Outside of office hours, you can receive assistance at the Econ Help Center in Wooten Hall, room 320.**