Course Textbooks and Other Materials

Required Text: Microeconomics Workbook: Principles and Practice (2015-17 ed.; purple cover)

Bring your own copy of the current workbook to every class meeting. You will also need a pencil, paper, and a non-programmable/non-graphing calculator (not a cell phone) for most class meetings.

The Economics Help Center is located in Wooten Hall, room 320, and opens September 1. The Help Center hours will be posted on Blackboard once the schedule has been finalized.

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 situations.

Grading Policy

Course grades are based on 1000 possible points; points are earned in several categories:

- Homework 150 points
- Out-of-class Writing Assignment 50 points
- In-Class Graded Work 50 points
- Exam 1 200 points
- Exam 2 200 points
- Comprehensive Final Exam 350 points

Total 1,000 points

The final grade is 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/fall-registration-guide](http://registrar.unt.edu/registration/fall-registration-guide) for detailed information about dropping or withdrawing. Go to the department office (Hickory Hall, room 254) by Monday, November 2nd to obtain a signed drop slip with a grade of “W,” or discuss your options with me. If you stop attending and do not drop the class, you may receive an “F” in the course. A grade of incomplete will be assigned only for authorized and excused absences and with a time limit for completion of course material.
**Examination Policy**

Exam dates and the chapters and/or pages to be covered are listed below. **Bring a UNT student identification card, a non-programmable/non-graphing 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 as soon as possible and then present written documentation of a University excused absence within two (2) weeks of the absence or receive a zero for that exam.**

**Exam Dates**

Exam 1 (Ch. 1 - 5) .............................. Tuesday, September 29

Exam 2 (Ch. 6 - 11) ............................. Tuesday, November 3

Final Exam (Comprehensive through Ch. 15) .... Tuesday, December 8, 10:30am – 12:30pm

Exams are worth a total of 750 points; exams 1 and 2 are each worth 200 points, and the comprehensive final exam is worth 350 points.

**Homework**

Homework assignments come from the Workbook. Homework assignments are due at the beginning of class and will not be accepted for a grade unless completed according to my directions. **Late homework will not be acceptable for any reason, but you are welcome to turn in homework early.**

Homework is worth 150 points.

**In-Class Graded Work**

In-class graded work may take several forms, including written quizzes, essays, and class participation activities. Missed quizzes, essays, and class participation activities cannot be made up, but I will drop at least two of your lowest quiz grades.

In-class graded work is worth 50 points.

**Out-of-Class Writing Assignment**

Detailed instructions for the out-of-class writing assignment will be posted on Blackboard by September 14. The writing assignment will be accepted when called for during class on December 1. If you hand your assignment on or before November 24, it will be graded and I will give you your grade on December 1. If you choose to hand your assignment in on December 1, you will not know your grade on it before the end of the semester.

The writing assignment is worth 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.

Classroom Conduct and Acceptable Student Behavior
Come to all classes on time and prepared to take notes. Students that habitually arrive late, leave early, or come and go during class are disruptive and may be referred to the Center for Student Rights and Responsibilities (see UNT policy in next paragraph). Personal conversations between students will not be tolerated. Please do not bring food or drink to consume during class. Students engaged in activities that do not pertain to this class will be instructed to leave the room.

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

Personal Electronics Policy
All personal electronic equipment should be turned off during class time unless preapproved by me. This includes cell phones, laptops, tablets, ear buds, headphones, MP3s, and tape recorders as well as any other gadget you may possess, other than the aforementioned calculator. Any student accessing any electronic device during class without my prior permission will be instructed to turn it off, 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. Please see me if you have a documented need for and approved use of any of the above mentioned or other personal electronic devices.

The above conduct and personal electronics policies are a result of concerns and complaints expressed by students. Please do not eat, talk, or use your phone, laptop, tablet, ear buds, head phones, etc. during class as it may be a distraction or an annoyance for your fellow students.

Contacting Me
In person: Please make an appointment to see me during my office hours. If you are unable to meet during my office hours, please email me to set up a mutually convenient time.

Via Email: You can contact me by email at hellis@unt.edu. If you contact me via email, the subject line of your email must have your course and section number to be opened. It is not likely that I will have time to check email immediately before class but I will do my best to respond to email within 24 hours, except on weekends.

Email correspondence should be appropriate and should not contain requests for me to provide you with missed handouts, notes, grades, etc. 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 office and/or official.
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.

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.

Course Outline – Fall Semester

<table>
<thead>
<tr>
<th>Class Week</th>
<th>Text Material Covered:</th>
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<tbody>
<tr>
<td>Aug 24 - 28</td>
<td>Chapters 1 and 2</td>
</tr>
<tr>
<td>Aug 31 – Sept 4</td>
<td>Chapters 2 and 3</td>
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<tr>
<td>Labor Day, no classes Monday Sept 7th</td>
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<tr>
<td>Sept 9 - 11</td>
<td>Chapters 3 and 4</td>
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<tr>
<td>Sept 14 - 18</td>
<td>Chapters 4 and 5</td>
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<tr>
<td>Sept 21 - 25</td>
<td>Chapter 5</td>
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<td>Sept 29</td>
<td>Exam 1</td>
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<tr>
<td>Oct 5 - 9</td>
<td>Chapters 6 and 7</td>
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<tr>
<td>Oct 12 - 16</td>
<td>Chapters 7 and 8</td>
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<tr>
<td>Oct 19 - 23</td>
<td>Chapters 9 and 10</td>
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<tr>
<td>Oct 26 - 30</td>
<td>Chapters 10 and 11</td>
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<tr>
<td>Nov 3</td>
<td>Exam 2</td>
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<tr>
<td>Nov 9 - 14</td>
<td>Chapters 12 and 13</td>
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<tr>
<td>Nov 16 - 20</td>
<td>Chapters 13 and 14</td>
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<tr>
<td>Nov 23 - 25</td>
<td>Chapter 14</td>
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<tr>
<td>Thanksgiving, no classes Thursday Nov 26th or Friday Nov 27th</td>
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<tr>
<td>Nov 30 – Dec 3</td>
<td>Chapter 15 and Review</td>
</tr>
<tr>
<td>Dec 8</td>
<td>Final Exam; 10:30am – 12:30pm in the regular classroom</td>
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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://www.unt.edu/oda. 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. 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.