Log on to http://ecampus.unt.edu using your EUID and password.

Attend the orientation Saturday, January 22, at 10:00 a.m. in Hickory Hall, room 252 to see demonstrations and ask questions about the class and Blackboard.

**Instructor Information**
My name is Susan Dadres. I received a B.S. in Economics from UNT in 1984, and an M.S. in 1986. After teaching at UNT for a few years, I went to SMU for a Ph.D. in Economics, which I received in 1998. I taught at SMU until 2006, then returned to UNT. I am now a Senior Lecturer at UNT and I also teach Economic Concepts, Public Economics, and Intermediate Macroeconomics.

**Course Goals**
Microeconomics is the study of individual behavior and decision-making in a market-based economy in which government plays an important role. We focus on the behavior of consumers and firms, workers and employers, and government policymakers. The goal of this class is to give every student the opportunity to explore the world of economics, and to develop analytical skills that will prove useful in the future, both professionally and personally.

**Workbook**
The required workbook for this course is *Microeconomics Workbook: Principles and Practice* by Kari Battaglia and Susan Dadres (Stipes Publishing, 2010-2011 blue cover, ISBN 978-1-58874-889-8) and should be available in the UNT campus bookstore (call 940-565-2592 to order by phone).

**Help Center**
The Help Center is in Hickory Hall, room 152. It is staffed by Academic Assistants who can explain the material, answer questions, and help you with assignments. The Help Center is open Monday and Wednesday 8:30 a.m. to 6:15 p.m., Tuesday and Thursday 8:30 a.m. to 5:00 p.m., and Friday 8:30 a.m. to 1:30 p.m.

**Online Help**
I am available to provide help and answer questions in the Blackboard classroom using discussion forums or the chat room, or by email, instant messaging (Pronto or AIM), text messaging, or phone conversations.

**Office Hours**
Drop-in times are Monday and Wednesday 9:30 – 10:00 and 11:30 – 12:00 noon. My office is in Hickory Hall, suite 283, office F. Contact me by phone or email to set up an appointment outside of office hours.

Email: sdadres@unt.edu  Office phone: 940-369-7984  Cell: 469-682-0767
Course Outline:

S 1/22 – F 2/11
Read workbook chapters 1 – 3 and work on Learning Module 1 - read online content, complete interactive exercises, participate in discussions, submit module 1 written assessment, and complete module 1 quizzes.

S 2/12 – F 2/25
Read workbook chapters 4 – 5 and work on Learning Module 2 - read online content, complete interactive exercises, participate in discussions, submit module 2 written assessment, and complete module 2 quizzes.

Th 3/3 and F 3/4
Exam 1 is available, chapters 1 - 5
Be prepared to spend up to 2 hours on the exam. You may use the book and your notes, but students are not permitted to work together on exams.

S 3/5 – F 3/25
Read workbook chapters 6 – 8 and work on Learning Module 3 - read online content, complete interactive exercises, participate in discussions, submit module 3 written assessment, and complete module 3 quizzes.

S 3/26 – F 4/8
Read workbook chapters 9 – 11 and work on Learning Module 4 - read online content, complete interactive exercises, participate in discussions, submit module 4 written assessment, and complete module 4 quizzes.

Th 4/14 and F 4/15
Exam 2 is available, chapters 6 - 11
Be prepared to spend up to 2 hours on the exam. You may use the book and your notes, but students are not permitted to work together on exams.

S 4/16 – F 5/6
Read workbook chapters 12 – 15 and work on Learning Module 5 - read online content, complete interactive exercises, participate in discussions, submit module 5 written assessment, and complete module 5 quizzes.

Review all course material to prepare for the comprehensive final exam.

M 5/9 – W 5/11
Comprehensive Final Exam is available
Be prepared to spend up to 3 hours on the exam.

Important Note: Blackboard is offline every Friday night at midnight, so make sure you are not in the middle of submitting work during this maintenance time.
Grade Determination

<table>
<thead>
<tr>
<th>Component</th>
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<tbody>
<tr>
<td>Average on Module Quizzes</td>
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<tr>
<td>Average on Module Written Assessments</td>
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<tr>
<td>Average on Discussion Assignments</td>
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<tr>
<td>Exam 1</td>
<td>20 percent</td>
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<tr>
<td>Exam 2</td>
<td>20 percent</td>
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<tr>
<td>Comprehensive Final Exam</td>
<td>30 percent</td>
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Once all grades are posted, your course average must be between 90 and 100% for an A, between 80 and 89% for a B, between 70 and 79% for a C, or between 60 and 69% for a D. A grade of F is assigned if your course average is 59% or below.

1) Module Quizzes – 10 percent of course grade

The multiple choice quiz questions are found in the workbook so you can mark quiz answers as you complete the reading. All online quiz answers must be saved and submitted correctly through Blackboard to earn credit. *If quiz answers are not saved and submitted correctly, no credit is awarded and a grade of zero will be recorded for the quiz.* Try NOT to wait until the last day to submit the module quiz!

S 1/22 – F 2/11  Module 1 Quiz, pages 9-10, 29, and 33-34
S 2/12 – F 2/25  Module 2 Quiz, pages 59-60, 65, and 83-84
S 3/5 – F 3/25  Module 3 Quiz, pages 111-112, 139-140, 145-146, and 157-158
S 3/26 – F 4/8  Module 4 Quiz, pages 171-172, 183-184, 203-204, and 211-212
S 4/16 – F 5/6  Module 5 Quiz, pages 231-232, 245-246, 261-262, and 275-276

You may want to complete and submit the makeup quizzes, either for practice or because you missed the deadline for the module quiz. Makeup quizzes have no deadlines, but earn reduced points. **If both the module quiz and the makeup quiz are submitted, only the higher grade counts in the class average.**

Makeup Quizzes:

Module 1  pages 13-14, 30, and 41-42
Module 2  pages 61-62, 66, and 89-90
Module 3  pages 113-114, 119-120, 141-142, and 159-160
Module 5  pages 235-236, 247-248, 265-266, and 279-280
You may also want to complete and submit practice quizzes, but the grades on these do not count in the class average.

Practice Quizzes:

Module 1  pages 21-22 and 45-46
Module 2  pages 85-86 and 91-92
Module 3  pages 117-118, 125-126, and 161-162
Module 4  pages 191-192
Module 5  pages 237-238, 239-240, 251-252, and 283-284

2) Written Assessments – 10 percent of course grade

Fill-in-the-blank questions are computer-graded according to a preset answer key. If you have a typographical error or enter your answer in a different way, the computer will not award credit. If you believe there is an error, send a message requesting manual grading and I will adjust your grade.

The online instructions for each written assessment refer to specific pages in the workbook where you will find the information needed to complete the assignment; do not attempt to complete assessments without your workbook. Note that the online formatting is slightly different in a few cases, so pay careful attention to the way the fill-in-the-blank questions are set up as you enter answers online.

All assessments must be saved and submitted correctly online through Blackboard to earn credit. If assessments are not saved and submitted correctly, credit will not be awarded and a grade of zero will be recorded for the written assessment.

S 1/22 – F 2/11  Module 1 Assessment, pages 11, 12, 31, and 43
S 2/12 – F 2/25  Module 2 Assessment, pages 63 and 87
S 3/5 – F 3/25  Module 3 Assessment, pages 115, 116, 143, 147, and 163
S 3/26 – F 4/8  Module 4 Assessment, pages 189, 205, and 209
S 4/16 – F 5/6  Module 5 Assessment, pages 233, 249, 263, 264, 277, and 278

If you miss the deadline to submit written assessments for a module, bring your workbook to my office to show me the completed pages and I will assign partial credit. If you cannot come to campus during my office hours, scan the pages and email them to me.
3) Discussion Assignments – 10 percent of course grade

Participation in discussion assignments is a required part of the course grade. Although the course is asynchronous, meaning that we will not all be online at the same times, everyone is expected to participate in the same discussion forum during the time period for which that discussion is active.

Participation is evaluated based on both quality and quantity. To earn full credit, post a response to the discussion prompt during the first few days of the discussion period, then post at least two comments on later days.

Discussion posts should be between 3 and 8 sentences in length. All participants are expected to engage in respectful and civil discourse. When starting a new thread, use a descriptive subject title. Only posts made during the time period for which the discussion is active will be considered for grading purposes. You are also expected to read at least half of the posts written by other participants.

The discussion schedule is provided below.

S 1/22 – F 2/11 Participate in Discussion 1
S 2/12 – F 2/25 Participate in Discussion 2
S 3/5 – F 3/25 Participate in Discussion 3
S 3/26 – F 4/8 Participate in Discussion 4
S 4/16 – F 5/6 Participate in Discussion 5

Discussion grades will be posted after the discussion period has ended, within a few days.

You must participate in each discussion during the specific time period set up for that discussion. Failure to participate in a discussion during the required time frame will result in a grade of zero. If you have an emergency and can provide documentation, I will consider assigning a research paper to provide an opportunity to replace the zero. The emergency must apply for the entire period of time during which discussion was taking place and cannot be work or vacation related.
4) Exam 1 – 20% of course grade

Review all material in Modules 1 – 2 and workbook chapters 1 – 5. Be prepared to spend up to 2 hours on the exam. Once the exam is started, the clock counts down the hours even if you leave Blackboard. Submit your exam between **5:00 a.m. Thursday, March 3rd and 12:00 midnight Friday, March 4th**. Remember that Blackboard is offline for maintenance each Friday at midnight, so start the exam no later than 10:00 p.m. on Friday to have the full 2 hours.

5) Exam 2 – 20% of course grade

Review all material in Modules 3 – 4 and workbook chapters 6 – 11. Be prepared to spend up to 2 hours on the exam. Once the exam is started, the clock counts down the hours even if you leave Blackboard. Submit your exam between **5:00 a.m. Thursday, April 14th and 12:00 midnight Friday, April 15th**. Remember that Blackboard is offline for maintenance each Friday at midnight, so start the exam no later than 10:00 p.m. on Friday to have the full 2 hours.

6) Comprehensive Final Exam – 30% of course grade

Review all material in Modules 1 - 5 and workbook chapters 1 – 15. Be prepared to spend up to 3 hours on the exam. Once the exam is started, the clock counts down the hours even if you leave Blackboard. Submit your exam between **5:00 a.m. Monday, May 9th and 12:00 midnight Wednesday, May 11th**.

**Drop and Incomplete Policy**

Online learning requires a lot of discipline and you must set aside blocks of time several times each week to participate, read, ask questions, and complete assignments. If professional or personal obligations do not allow you to devote sufficient time to succeed, your best option is to withdraw from the class. The last day to drop a class with my consent is **Tuesday, March 29th**. You can go to the Economics Department office Monday – Friday, 8:30 - 5:00 in Hickory 254 to get a drop slip which I have already signed. Drop slips must be processed by the university registrar.

An Incomplete can be assigned only if you have completed at least half of the work with passing grades, and a verifiable emergency prevents you from completing the rest. If you do not complete the work, did not drop the class, and do not qualify for an Incomplete, then your grade in the class may be an F.

**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 as soon as possible. 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.
Technical Help
Access the student help page to find answers to common questions:
https://ecampussupport.unt.edu/index.cfm?M=Student_Resources

Contact the Student Helpdesk regarding technical issues:

Email: vista@unt.edu
Phone: 940-565-2324

Vista Student Help Desk Hours:
Monday - Thursday 8am - midnight
Friday 8am - 8pm
Saturday 9am - 5pm
Sunday 1pm - midnight

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 http://www.vpaa.unt.edu/.

Students may be subject to sanctions for engaging in acts of academic misconduct in accordance with the procedures outlined on the University web site. Acts of academic misconduct include cheating and plagiarism, as defined here.

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, including assistance from individuals not retained by the University to provide academic assistance;
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.
Important Notice for F-1 Students taking Distance Education Courses

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office to get clarification before the one-week deadline (email internationaladvising@unt.edu or telephone 940-565-2195).