**KELCE COLLEGE OF BUSINESS**
Pittsburg State University

**Basic Quantitative Business Method**
**MGT 320*94**
**Hybrid**
**Tuesdays 9:30 to 10:45 a.m.**
**215 Kelce**
**Spring 2023**

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**Instructor:**     Mrs. Shipra Paul, Instructional Professor
**Office**:          110K Kelce
**Office Hours:**   Mondays 10:00 a.m. to 10:55 a.m. and 12:30 to 1:55 p.m. In-Person
                    Tuesdays 10:50 a.m. to 12:15 p.m. and 1:50 p.m. to 2:50 p.m. In-Person
                    Wednesdays  2:00 p.m. to 5:00 p.m. Virtual office hours by appointment
                    Thursday 10:00 a.m.to 12:00 p.m. and Virtual office hours by appointment
**Email:** spaul@pittstate.edu
**Textbook**
 Quantitative Methods for Business, 4th edition, 2008, by Donald Waters, Prentice Hall.



**Catalog Course Description**
An overview of quantitative methods for managers, using data to solve managerial problems, understanding index numbers to signify rates of change, basic financial principles (including time value of money, annuities, etc.), linear algebra for business applications, rates of change and basic differentiation.

**Pre-requisites**
A grade of "C" or better in MATH 110 College Algebra with Review or MATH 113 College Algebra or MATH 126 Pre-Calculus and 55 hours completed

## COURSE OBJECTIVES/LEARNING OUTCOME:

- Understand the principles of algebra, solve an equation, use of inequalities, work with powers and roots
- Draw graphs of linear and quadratic equation, calculate the roots
- Importance of data collection
- Understand the purpose of index numbers
- Find breakeven point, understand the reasons for economies and diseconomies scale and basic money function principle
- Understand the principles of systems of linear equations, and matrices
- Formulate basic linear programming model and understand the assumptions

- Understand the concept of differentiation and integration. Apply differentiation concept to find maximum and minimum profit, price elasticity of demand and marginal revenue and cost.

**Course Outline**

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| Chapter 1 | Managers and Numbers |
| Chapter 2 | Quantitative Tools |
| Chapter 3 | Drawing Graphs |
| Chapter 4 | Collecting data |
| Chapter 7 | Describing changes with index numbers |
| Chapter 8 | Finance and Performance |
| Chapter 13 | Rate of changes and calculus |
| Chapter 11 | Simultaneous equation and matrices |
| Chapter 12 | Planning with linear programming |

The above schedule is <u>only a guide</u>. The instructor reserves the right to make any necessary changes as the semester progresses.

# TEACHING METHODS:

This course is designed to provide a hybrid experience, including both face-to-face and online activities. Face-to-face sessions will be held on campus. The instructor lectures and facilitates class discussion in the face-to-face classes and then students complete online assignments based on these classroom activities. Often these online assignments are collaborative in nature and use, for example, asynchronous forums or other online tools to facilitate discussion and interaction.

Online sessions will be self-paced. The instructor will post recorded class lectures and chapters' hand out, power point slides on canvas for students to review and then students use these materials to engage in face-to-face activities. Often these face-to-face activities include class discussions, problem-based learning, and/or other active learning activities like short in-class assignments.

It is highly recommended that students have a computer to access Canvas and complete assignments. Mobile devices are not normally recommended for submitting assignments and taking Canvas quizzes and exams. Click on the following link for finding type of Browser and computer requirements for Canvas.
Student computer recommendations can be found at
[https://www.pittstate.edu/it/_files/documents/student-computerrecommendations-22-23.pdf](https://www.pittstate.edu/it/_files/documents/student-computerrecommendations-22-23.pdf)

**Note: If you like to meet with me individually via zoom, please set up an appointment in advance for a zoom meeting during my posted office hours. I will provide with you a zoom link, through which we can have a meeting during my posted office hours.**

**Academic Integrity**

All Pitt State students are bound by the academic integrity policies of the university as described and outlined in the current Syllabus Supplement:
https://www.pittstate.edu/faculty-staff/_files/documents/faculty-senate/documents/syllabus-supplement-spring-2023.pdf

Please, familiarize yourself with these rules and guidelines. In addition, as a course offered through the Kelce College of Business, students in this class are obligated to adhere to the college's Student Code of Ethics as outlined below.
Students pledge to:

- Arrive on time, remain until dismissed at all class sessions, and notify instructors in advance of anticipated absences, late arrivals, or early departures whenever possible.

- Turn off cell phones or other electronic devices while in class, unless permission to use them has been granted.

- Refrain from class disturbances.

- Refrain from use of profane or vulgar language in a threatening or disruptive manner.

- Treat fellow students, staff, faculty, administrators, and property with respect.

- Refrain from giving or receiving inappropriate assistance.

- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.

- Obey the policies, regulations, and laws of the United States of America, the State of Kansas, The Kansas Board of Regents, Pittsburg State University, and the Gladys A. Kelce College of Business.

- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).

**Students with Disabilities**

Please inform the instructor if you have a learning or physical disability that interferes with course requirements.  Assistance and/or appropriate accommodations may be available through the contacts listed on the following current Syllabus Supplement:
https://www.pittstate.edu/faculty-staff/_files/documents/faculty-senate/documents/syllabus-supplement-spring-2023.pdf
or contact instructor.

# Course Evaluation Method:

**Assignments:** A student can easily learn the materials and test his/her understanding by working problems. Accordingly, problems will be assigned to be turned in for a grade. These assignments will enable students to review course materials more frequently and prepare for upcoming exams.

**Homework assignments** for this course will be submitted electronically through Canvas. Late, incomplete, or missing assignments will not be given credit. It is the responsibility of the student to keep track of their assignments, including the submission time and date. It is student's responsibility to ensure that instructor receives assignment on time. If you're having technology problems, plan ahead: Internet access is available on campus. If you are having trouble completing an assignment, please contact me by email before the assignment is due to make alternate arrangements.

**Quizzes:** Quizzes will be administrated on-line using CANVAS. Students will be required to take these quizzes on the assigned date and time. It is the students' responsibility to remember to complete the quiz before the posted deadline. The quizzes can't be made up without instructor permission in advance.

**Exams:** There will be three exams including **comprehensive final**. Exams will comprise of multiple choices and true/false questions. All exams will be administered in face-to-face class.

Students must take the test the date is given. If students miss test without prior permission, the instructor will determine if the student may take the test late. **If a student is allowed to take the test late, student will automatically have 10 points subtracted from their score regardless of the reason for missing the test**. Therefore, if a student knows that they must miss a test day or time, they should ask the instructor in advance if it is possible to take the test at the different time or date in order to be allowed to earn the full credit for the test.

**GRADING:**
Exam 1  = 100 points
Exam 2  = 100 points
Final exam =100 points
Quizzes = 60 points
Assignments and Attendance = 100 to 110 points
Total = 460 to 470 points
A = 90 – 100% of total possible points
B = 80 – 89%   of total possible points
C = 70 – 79%   of total possible points
D = 60 – 69%   of total possible points
F = 59% or below of total possible points

**GRADES**
You can view your grades using the GRADES button in the **canvas.** Check your grades regularly to make certain that you have grade for all of your assignments and tests. Email me at spaul@pittstate.edu if you have a question about a grade or a question about any chapter materials. My goal is to respond to your messages as soon as possible.

# Tentative Exam Date
**Exam 1 February 21, 2023**
**Exam 2 April 04, 2023**
**Final Exam  May 11,2023**

*Note: The instructor reserves the right to amend and reorganize this syllabus at any time.*