Course Policies and Syllabus

Course Number: ECO 2023-302B Principles of Microeconomics-SP-20-Hybrid
Instructor: Louis Mollinary
Location: Flagler building 3, room 106
Date: Class starts on March 19 until May 8th
Time: Meets every Thursday at 9:30 am to 10:50 am
Phone: (915) – 526 – 9004
Email: louis_mollinary@daytonastate.edu
Department Homepage: School of Business Administration

Course Description: An introduction to the fundamental principles and concepts of individual, business and government, including supply and demand, taxation price supports, plus analysis of labor, income distribution, politics, health care, and anti-trust. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.)

This course also helps develop the general education skill of (1) critical/creative thinking; (2) communication; (3) cultural literacy; and (4) information and technical literacy.

NOTE: Your success in the course is entirely dependent on your ability to keep up with the work and with the pace of the course. That means there is considerable responsibility placed on you, your work habits and your work discipline. The subject matter presented has to be learned gradually and sequentially. You should start your studies immediately and keep up with the material on a regular basis. It is recommended that you work daily and diligently in order to succeed.

Minimum Technical Requirements:
Students enrolled in this course must be able to:
Use all required features of Falcon Online such as discussion boards and the Announcements
Send and receive attachments by e-mail
Create and submit files using Microsoft Word processing or Excel spreadsheet programs
Create, edit, and present using programs such as PowerPoint or Prezi

Student Learning Outcomes: Upon completion of this course, the student will be able to:

1. Identify how markets organize the allocation of scarce resources in a global economy. (1,2,3,4)

2. Analyze the behavior of consumers and producers in markets. (1,2,3,4)

3. Identify various market structures and their effect on resource allocation. (1,2,3,4)

4. Analyze market failures and evaluate the role of government and public policy. (1,2,3,4)

Class Format: This is a short summer term online course and taking a course via distance learning is somewhat different from your typical classroom experience. Our online classroom provides you with various tools to meet the course objectives including practice quizzes, videos, tutorials, and discussion forums where you can ask questions. Please take advantage of all that our online classroom has to offer. Make sure you visit our online classroom several times a week (5 days a week is best), read all posts, work through the chapter content, and ask questions. Our online classroom is provided and serviced by Falcon Online http://class.daytonastate.edu

As in any economics class it is extremely important to read text assignments before beginning the work in a learning unit. This class is very flexible but it is NOT self paced. You will have time constraints under which work must be completed and assignments, quizzes and exams are to be completed by the required deadlines. It is very important to keep up with the class, both to successfully complete the course and out of courtesy to other learners. Remember, your participation and contributions help other learners!

This course requires some basic math skills and the ability to do online research. Computer skills required are general knowledge of word processing software and ability to attach and upload documents.

This text is found as an unbound edition at the college bookstore. This version of the text includes access to Launchpad. While this is a useful tool to enhance student learning, and students are encourage to make use of it, it is not linked to graded assignments.

Several versions of the book are available and several ISBN numbers exist on the basis of the particular text packaging. These are also available for rent or purchase at the bookstore or elsewhere. Likewise, there are several ISBN numbers for older editions of the textbook.

[Link to Daytona Campus Bookstore]

**Equipment and Supplies:** You will need Internet access at least five days a week. If you do not have high speed Internet access, the College has computers with this capability.

You will also need access to word processing software for assignments. Software is available at all Daytona State College Campuses.

The college provides computer labs at the library and the Academic Support Center (ASC) with all necessary software for students. Please refer to library [http://www.daytonastate.edu/library](http://www.daytonastate.edu/library) and ASC [http://www.daytonastate.edu/asc](http://www.daytonastate.edu/asc) for more detail on location and hours.

**Important Links:** Check class website on Falcon Online

**Classroom Policies:**

1. **Disclaimer:** Teaching policies and regulations for this course are not open for discussion or negotiation. This syllabus has been constructed to be as complete as possible but is by no means a binding document. I reserve the right to alter policies, procedures, and the syllabus as needed. Please utilize the class website regularly as any changes to the syllabus will be posted there.

2. **How to proceed through the course:** The course uses a Falcon Online home course shell that is a valuable learning tool. All assignments, course content and additional of learning tools are available here. Please familiarize yourself with the various tools available to enhance your learning. Also pay attention to the announcements section as additional information, readings or assignments will be posted there.

Here is a brief description of the links at the top of the course web page.

**Content** - Contains the syllabus, lecture notes, Powerpoint presentations, and all other study material for each chapter.
Assignments – This is the area where you will have to place your assignments by the scheduled due dates.

Grades - Your grade for each exam, graded discussion, and essays and other assignments will be posted. Only you can see your grades.

Discussions – This is where you will post your discussion postings and where you will interact with your fellow learners

Links – This section contains a variety of interesting links to economics blogs, links on how to study economics, and other relevant information.

Quizzes: This is where you have to enter to take your scheduled exams and quizzes.

Email - located in the uppermost toolbar-click on e-mail and send a private message to anyone in the class or your instructor.

To succeed in this course consider these suggestions:

Use Good Time Management - Set a schedule for reading, studying, participating in the discussion forum, working on your essays and preparing for exams. Allow sufficient time for assignments. Stick to your schedule. Stay on task.

Work Through the Course Content - Make use of the resources that the publisher provides. They will reinforce the major learning outcomes of the course.

Get Involved in Your Class - Form a study group, ask questions in our discussion forum, and help other students.

Go online OFTEN – Make it a habit to check our classroom often. Read news, read all new posts and keep informed about what’s going on. Use the UNGRADED Discussion topics to ask questions about course content or assignments.

Seek assistance when needed – If you need help, contact your instructor.

3. Handling of assignments: All exams and quizzes are to be completed online prior to or on the set deadlines. All graded quizzes and exams can be found under the
Quizzes tab in the course shell. All essays must be submitted electronically to the designated Assignments folder before the closing deadline. These documents must be either doc or rtf files.

Note that:

a. Completion dates for assignments can be found on this syllabus under Course Schedule.

b. Graded Discussions will have an opening date and a closing date. Postings before or after these dates are automatically removed from the discussion board.

c. Any test required in the course must be completed on or before the designated due date.

d. Please practice safe computing by having a virus detection program loaded on your computer that checks for viruses on e-mail, attachments, documents, etc.

e. Typing your full name at the top of the body of the e-mail is the same as signing your name. Your name should also be at the top of any Word or Excel document attached. Always put your course number, ECO 2013 on the subject line of an e-mail and your full name in the body of the message.

4. **Communication**: When you sign into the classroom, check the class announcements on the front page. All important announcements will appear there. Also, check your e-mail for messages from your instructor.

   a. Check your e-mail every time you sign in. You should sign in at least three days a week.

   b. Be patient. Do not expect an immediate response when you send a message or an email. Always put **ECO 2023 and your section number** in the subject line and your **FULL NAME** in the body of the message. Generally, the instructor will reply an email within 2 business days.

   c. Grading of essays and discussions takes time and your instructor teaches several classes. Grades for essays and discussions are generally posted within 5-7 business days after the deadline for submission has closed.

   d. When participating in the discussion board or posting, be courteous and considerate. Being honest and expressing your position thoroughly is very important, but being considerate of others online is just as important as in the classroom.

   e. Please keep all postings professional. Correct grammar and spelling are an important part of the business environment. Review your comments before
you post them. Write as though you were sending the correspondence to an officer of your company.

f. Make every effort to be clear. Online communication lacks the nonverbal cues that fill in much of the meaning in face-to-face communication.

g. Do not use ALL CAPS. This is considered “shouting” and the message is very hard to read. Check spelling, grammar, and punctuation (you may want to compose in word processing software then cut and paste the message into the discussion or e-mail).

h. Break up large blocks of text into paragraphs and use a blank line between paragraphs.

i. If you have a question regarding the course material, post the question in the Discussion Forum under the appropriate chapter/topic. Other students will appreciate seeing the question and your instructor’s answer. Students are encouraged to respond to other students’ questions. Learning by teaching is a powerful tool.

j. Please do not send your instructor e-mail related to the course content. That is the purpose of the Discussion Forum. It takes the place of classroom discussion.

k. Use email to contact the instructor when dealing with issues that require privacy and you do not want to share with others.

l. Never assume that your e-mail can be read by no one except yourself; others may be able to read or access your e-mail. Never send or keep anything that you would not mind seeing on the evening news.

m. Microsoft Office 365, with 1TB of OneDrive storage, is available to enrolled Daytona State College students. Students are provided a college email address that serves as the student’s official source for college communication. In addition to email, Office 365 provides students with shared calendars, the ability to create and edit documents online, team sites, and other collaboration tools. Whether you work on a PC, Mac, tablet or phone, you will have a consistent experience across all of your devices. The service includes online versions of Word, PowerPoint, Excel, OneNote, and OneNote Class Notebook. For more information about Office 365, visit the Student Self-Service Help page at http://daytonastate.edu/help/ and click on Office 365 Find Out More.
5. **Interaction**  Protocols are the correct procedures for doing things. We need them for this class so that everyone knows what is expected of them and so that everyone plays by the same rules.

The following ground rules will help your work in this course to go much more smoothly. Please carefully review these expectations and follow them.

a. Academic integrity will be appraised according to the student academic behavior standards outlined in the Daytona State College Student Handbook. Keep up with the reading. You have quite a few chapters, quizzes, discussion postings, and case assignments for this class. Students who keep up with the reading tend to do much better in this kind of class than those who do not.

b. Work with others. You are encouraged to form study groups (online and/or in person), and participate in the Graded Discussion Forum. Feel free to work together on the homework.

c. Do not ask for answers to GRADED EXAMS or Quizzes. You will not be able to get answers for exam questions nor will you be able to determine which questions you got incorrect. You will, however, be able to see the questions you got incorrect in all graded quizzes. Do not attempt to print out exams, use pager or other course tools while taking Graded Exams. This will be considered cheating.

d. Network Acceptable Use Policy: Be certain to familiarize yourself with the College's policies governing the usage of your online account. You must view this document located at [http://online.daytonastate.edu/docs/acceptable_use.pdf](http://online.daytonastate.edu/docs/acceptable_use.pdf)

6. **Attendance and Lateness Policy**: The instructor will guide the students in an interactive online learning environment and each student is expected to follow this guidance to influence other classmates in a positive manner. Individually and through teamwork, students will utilize all six levels of learning:

- Knowledge – Recall and memorization
- Comprehension - Ability to paraphrase and interpret information in one’s own words
- Application – Use knowledge in a new situation
- Analysis – Break down knowledge into parts and show interrelationship
- Synthesis – Bring together parts of knowledge together to form a whole
- Evaluation – Make judgements based on given criteria
7. **Late Work/Make-up Work and Exams:** Allowing make-up exams remains at the discretion of the instructor. Should the need for a make-up exam arise, and should the instructor grant such exam, it will carry a penalty of 15%. Late essays can be submitted to the corresponding late essay Assignments folder. These will also carry a penalty of 15%. NO EXCEPTIONS. There will be NO opportunities to make-up quizzes or discussions and NO EXCEPTIONS, regardless of the circumstances, will be made to this policy.

8. **Classroom Etiquette:** Be considerate in the online environment as well. “Netiquette” has evolved to aid us in infusing our electronic communications with some missing behavioral pieces. “Emoticons” and other tools have become popular and I encourage their use only when it will add to the clarity of your communication.

:-) = happy, pleased :-( = sad, displeased :-O = surprised >:-| = angry
LOL = laugh out loud ROFL = rolling on floor laughing IMHO = in my humble opinion *grin* = smiling FYI: for your info Flame = antagonistic criticism BTW = by the way

Netiquette continues to evolve and I am sure that we will have constant additions to this growing language. The important thing to remember is that all of the "cute" symbols in the world cannot replace your careful choice of words and "tone" in your communication.

**Evaluation/Assessment Methods:** You will be evaluated on your performance on exams, quizzes, essays and discussions.

**EXAMS**-There are 4 GRADED EXAMS. These account for 60 % of your grade and are designed to review important concepts found in the chapter materials. See the Online Course Map for instructions on how to access tests. See the Course Schedule for last day to take each test. Each test has 40 multiple choice questions, covers several chapters and you have 80 minutes to complete each exam. You will have the option of taking the test twice, should you feel you had a bad result. Only the highest grade of both attempts will be recorded. However, NOTE THAT TESTS ARE RANDOMIZED AND THE TEST CONTENT WILL DIFFER IN BOTH ATTEMPTS. Please note that exams are not meant to be open book. That will become quite obvious as the time constraint is quite demanding.

EXAMS MUST BE TAKEN ON OR BEFORE THE SPECIFIED DEADLINE. SHOULD THE NEED ARISE FOR SOMEBODY TO TAKE A MAKE-UP EXAM, AND PROVIDED THE INSTRUCTOR ALLOWS FOR SUCH MAKE-UP, IT WILL CARRY A 15% GRADE PENALTY. MAKE-UPS ALLOWED AT THE DISCRETION OF INSTRUCTOR.
*Note: Economic events occur daily. Some of these events are significant, newsworthy and related to the material you are learning in class. Throughout the term I will post videos or news links in the announcements section of the course. I might decide to make some of these videos or news articles mandatory assignments. As such you can expect a few questions from such assignments to be included in exams. Please note that I will specify which of the postings will be mandatory.

**QUIZZES** - Quizzes are assigned for every chapter covered in the course. Each quiz is worth 0.5% of your grade and collectively these quizzes account for 7.5% of your final grade. You will have 15 quizzes and deadlines are posted next to each quiz in the quizzes section. Please take a look at these dates as soon as you start the term. These dates are very strict and on average they are scheduled to close every 5 to 7 days. Once the deadline passes, the quiz is closed. Quizzes are never re-opened and there are NO MAKE-UP quizzes. NO EXCEPTIONS.

NOTE: The chapter quizzes are an integral part of the course and are a very important learning tool. The quizzes do have rigorous deadlines you must as they are intended to guide the pace of the course. In addition, they should help you evaluate your performance and readiness to take the exams. Each quiz will contain 20 questions and you can take each quiz three times. You will have 90 minutes to complete each attempt. You will NOT be able to see the answers to the questions you missed prior to your next attempts. However, opposite to policy regarding exams, you will be able to see which quiz questions you missed. If you want the answers to the questions you missed, these can be found somewhere in the textbook- if you read the textbook carefully enough or look hard enough.

**ESSAYS** - Your general topic should be something involving Microeconomics. You might wish to go through the table of contents or index of our textbook early in the course and identify a general topic that interests you. For essay one focus on material learned in the first half of the course and for essay two concentrate on a topic learned in the second part of the term. That is, focus on price formation and markets for the first essay and issues of market structure or the applied topics for the second. It might help to examine some issues found in reputable newspapers or other publications. Reading to familiarize yourselves with economic issues might help you develop an interest in a topic.

After you have selected a topic find one, two, or more articles on that topic. Articles that appear in economic journals are valuable sources of research as they have rich bibliographies. You may also search for articles in periodicals such as Businessweek, The Economist, Fortune, or others. Good newspapers such as the Wall Street Journal, New
York Times, Washington Post, Christian Science Monitor are also good sources for current event articles. The essays should summarize the articles and relate them to the material learned in class. The basic idea of this exercise is to allow you to read, think and write on a topic of your choice that relates to material you have been learning in class.

After you have identified your topic of interest and selected the articles you are going to review follow these guidelines. The essay is not research papers. They ask you to read articles related to Microeconomics, summarize the content of the articles, and link them to the material you have been learning in class. The essay should have a **minimum of 2,000 words and should not exceed 2,500 words**. It should be completed in .doc, docx or .rtf format using MLA or APA Format.

It is suggested that your essay have the following sections:

1. **INTRODUCTION.** The introduction states the reason(s) why your topic deserves consideration. In other words, why is your topic relevant and why is it of interest to the public.
2. **SUMMARY OF RESEARCHED ARTICLES.** Each article should be summarized separately. At the beginning of each summary, please state the author, the title, the source of the article, and the date it was published. Do not start a new page with each summary. Also, consider that the articles you select must have a common theme or topic. They can't be randomly selected articles on Microeconomics.
3. **TEXTBOOK CONNECTION.** Search through your textbook and obtain all information that relates to your topic. Show how the articles supported or contradicted information in your textbook.
4. **EVALUATION AND CONCLUSION.** In this section you should state assess the topic. How does this topic relate to your life now and in the future? How does this topic affect you or a particular business or industry?

**Grading Criteria for Essays**

The grading of essays and discussions is subjective and there is a range of possible points to be earned. In addition to the rubric or criteria stated below, your grade reflects your instructor’s perception of your writing style, the quality of the articles or literature evaluated, whether you can properly relate theory to your discussion or writing, and other relevant elements. A grade of 100% implies perfection and is not awarded often. Should you have a disagreement regarding your grade for a subjective assignment, please submit a letter to your instructor (in writing, not email) within five days of the grade.
being posted. In such letter you should state all the reasons that prompt you to believe you deserve a better grade. Your assignment will be evaluated again and the instructor reserves the right to either increase or decrease your grade accordingly.

**Essays awarded 81-100%**

Essays that earn 81-100% will be clearly and professionally presented. They be properly presented in MLA or APA format and free of typographical and other errors. The quality of the articles or literature evaluated and their source will be sound. The writing will demonstrate the ability to properly relate theory the article reviewed. The paper will follow the five-part outline and each part will be complete. The paper will be uploaded to the Assignments folder on or before the due date.

**Essays awarded less than 81%**

Papers that earn less than 81% will not meet one or more of the above criteria. They will be uploaded to the Assignments folder on or before the due date.

*A more specific essay grading rubric is provided in the content section of your online course.*

***IMPORTANT***: ESSAYS SUBMITTED TO THE ASSIGNMENTS FOLDER ARE SUBJECT TO AN ORIGINALITY CHECK BY TURNITIN.COM. ESSAYS THAT CONTAIN 40% OR MORE MATERIAL THAT IS NOT ORIGINAL WILL NOT BE GRADED AND YOU WILL RECEIVE NO POINTS. IN ADDITION, THE USE OF “RECYCLED” PAPERS IS NOT ACCEPTABLE. THAT IS, YOU SHOULD NOT SUBMIT PAPERS PREVIOUSLY SUBMITTED TO OTHER CLASSES EVEN THOUGH THEY WERE YOUR OWN.

LATE ESSAYS WILL CARRY A PENALTY OF 15 PERCENT. HENCE A GRADE OF 85% IS THE HIGHEST GRADE ATTAINABLE FOR LATE ESSAYS, NO EXCEPTIONS.

SUBMISSION OF ESSAYS IS MANDATORY. FAILURE TO SUBMIT ONE OR BOTH ASSIGNED ESSAYS WILL RESULT IN AN ADDITIONAL PENALTY ON YOUR FINAL CLASS GRADE OF ONE FULL LETTER GRADE.

DISCUSSIONS- There is one graded discussion topic. You should contribute to each discussion topic within the dates for that particular discussion. The graded discussions will be posted in the Discussion Forum of our online classroom. To access discussion topics, click on Discussions. Points will be awarded based on the quality of your
discussion, the results of your research on the topic, and your effectiveness in interacting with other students. **You are required to read the postings of all other students.** You should also “reply” to the posting of OTHER STUDENTS so you can discuss their views on the topic. Remember that the GRADED discussions take the place of classroom participation. So, please devote sufficient time and effort to this important part of our course.

Economic issues and topics of interest arise daily. Therefore, discussion topics will be posted in the announcements section at an appropriate time so as to allow current events and developments to guide discussion topics.

Discussion postings will require you to read about and discuss current microeconomic issues or events. You should draw material from reputable sources and media outlets. You will be asked to post a comment on an article published during the period of time the discussion forum is open. In addition to posting your own comment you will have to respond to two other learners.

- Your posting may be on the same issue or subject as another student’s but it must not be from the same source. Please COMMENT on the article. DO NOT RETYPE OR CUT/PASTE THE ARTICLE. **Your posting** should be a minimum of **250 words** and **your thoughtful response** to someone else’s posting should be a minimum of **150 words**.
- In order to get full credit for the assignment, you must post BOTH your original posting as well as TWO responses to other learner's postings.
- You must read most of the postings in the discussion forum. You are graded on that as well.
- Be sure to indicate the source and date of the issue discussed in your posting. For example, the "Wall Street Journal, June 9, 2016." If your source is an article from the web, please provide a link.
- Make proper use of grammar and spelling when posting as these do affect your grade.

**Further Grading Criteria for Unit Discussion Topics**

The grading of essays and discussions is subjective therefore there is a range of possible points to be earned. In addition to the rubric or criteria stated below, your grade reflects your instructor’s perception of your writing style, the quality of the articles or literature evaluated, whether you can properly relate theory to your discussion or writing, and other relevant elements. A grade of 100% implies perfection and is not awarded often. Should you have a disagreement regarding your grade for a subjective assignment, please submit a
letter to your instructor (in writing, not email) within five days of the grade being posted. In such letter you should state all the reasons that prompt you to believe you deserve a better grade. Your assignment will be evaluated again and the instructor reserves the right to either increase or decrease your grade accordingly.

**Discussions awarded a grade of 90-100%**

1. Discussions that earn a grade of **90-100%** will raise and discuss an issue thoroughly, thoughtfully and will demonstrate an understanding of basic economic theory.

2. You will also respond to at least TWO other students.

3. All of your original and replied postings must clearly demonstrate and relate the use of one or more economics concepts/theory/framework in the discussion and clearly relate it to the main topic. (Ex. Discussing about moral, fair, or law without relating it to economic theory would not fit this criteria.)

4. Each posting must include supporting evidence, details, examples, and citations (live links if they involve online research).

5. Each posting should add new information, and new thinking. The posting should enhance the critical thinking process and stimulate further discussion from other students.

6. Each posting is presented clearly and demonstrates both professional vocabulary and writing style.

7. The student must read all postings

**Discussions awarded a grade of 80-89%**

1. Discussions that earn a grade of **80-89%** will raise and discuss an issue thoroughly, thoughtfully and will demonstrate an understanding of basic economic theory.

2. You will respond thoughtfully to at least TWO other students

3. The postings add new ideas or suggestions to other student’s post.

4. Some posting (but not all postings) include several supporting evidence, details, examples, and citations (live links if they involve online research).
5. Each posting is presented clearly and demonstrates both professional vocabulary and writing style.

6. The student must read most postings

**Discussions awarded a grade of 70-79%**

1. Discussions that earn a grade of 70-79% will raise an issue and discuss it thoughtfully.

2. You will respond to at least ONE other student

3. The postings add new ideas or suggestions to other student’s post.

4. Each posting is presented clearly and demonstrates both professional vocabulary and writing style.

5. The student will read most postings

**Discussions awarded 69% or less**

Discussions that earn 69% or less or below will have errors or omissions in their original post or will not respond to other student or the student will not have read most posts.

**NOTE:** Do **NOT** submit your discussion as an attachment. Any attachment in a discussion post will not be graded.

**Grading Policy:** Grades are based on overall points accumulated on exams, quizzes, discussions and essays. The grading scale below will be applied to the following assignments and these will carry the following weights:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Grade weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exams (4 exams each worth 15 % of grade)</td>
<td>60% of grade</td>
</tr>
<tr>
<td>Quizzes (15 quizzes each worth 0.5%)</td>
<td>7.5% of grade</td>
</tr>
<tr>
<td>Discussions (1 discussion worth 6.25% of grade)</td>
<td>6.25% of grade</td>
</tr>
<tr>
<td>Attendance (attendance worth 6.25% of grade)</td>
<td>6.25% of grade</td>
</tr>
<tr>
<td>Essays (1 essay each worth 10% of grade)</td>
<td>20% of grade</td>
</tr>
</tbody>
</table>
Overall grades will be determined based on grades earned on the following scale:

- A  > 90%
- B+  87.0-89.9%
- B   80.0-86.9%
- C+  77.0-79.9%
- C   70.0-76.9%
- D+  67.0-69.9%
- D   60.0-66.9%
- F   <60%
- I**

**Incomplete Grades:** An Incomplete (“I”) grade is assigned at the instructor’s discretion, and requires the student to sign an agreement that outlines the work needed to receive the final grade. To be eligible for an Incomplete, a student should have completed at least 75% of the coursework and should have a reasonable chance of passing the course. It is incumbent on the student to complete the remaining assignments before the Incomplete automatically converts to the grade of F, which is 45 days following the end of the term in which the I grade was assigned.

**NOTE:** The instructor reserves the right to alter the grade structure, make-up policies, and modify assignments, including, but not limited to, adding assignments and unannounced quizzes.

**Class Schedule:** See end of the syllabus

**Class Withdrawal Process:** Students can withdraw from this class prior to the date listed in the Academic Calendar. It is not necessary to have approval from the instructor to withdraw from the course, but you should discuss the situation with the instructor prior to any action. Many times issues and concerns can be resolved with communication. Please review Refund/Repayment Policy in the current college catalog and also check with the Office of Financial Aid to determine how this withdrawal might affect your current and future aid eligibility. The steps for withdrawal from a class can be found on the Student Self-Service Help page at [http://daytonastate.edu/help/](http://daytonastate.edu/help/) under Enroll/Register for Classes, Drop Classes.

**Sensitive Materials:** Course content aims to enable students to reach course goals and objectives. As such, students may be introduced to a wide range of topics and ideas that differ
from familiar understandings and beliefs. Some content may be considered sensitive or offensive or disturbing (or all of the above) by some students.

**Attendance:** Students who stop attending this class will be withdrawn from the class and receive a final grade of W1 (Withdrawn). Attendance includes participating in online or face-to-face environments as required.

**Student Rights & Responsibilities**

Students are responsible for reading and following all college policies outlined in the Student Handbook. Some of the most important are summarized below. The Handbook can be accessed at [http://www.daytonastate.edu/academics.html](http://www.daytonastate.edu/academics.html) under “Student Resources.”

**Academic Integrity**

In order to preserve academic excellence and integrity, the College expects you to know, understand, and comply with the Academic Integrity Policy, which prohibits academic dishonesty in any form, including, but not limited to, cheating and plagiarism. The grades you earn must be based upon your own work and must accurately reflect your own knowledge and skills.

An instructor who finds that a student has violated Academic Integrity may apply an academic consequence ranging from a zero percent for the assignment, up to and including failure for the entire course. Violations may be reported to the academic department chair for review and/or referred to the student disciplinary process for appropriate disciplinary resolution. For more information about Academic Integrity and the appeal process see: [https://www.daytonastate.edu/academicintegrity/](https://www.daytonastate.edu/academicintegrity/)

**Honor Pledge:** I, as a member of the DSC community, pledge that I will neither give nor receive unauthorized aid in my work nor will I present another’s work as my own, nor will I tolerate anyone who does. For more information on academic integrity, view [Honor Code](http://www.daytonastate.edu/academics.html).

**Forms of Academic Dishonesty**

**Cheating**—Cheating can be defined as: receiving or giving unauthorized assistance on a quiz, test, exam, paper, or project or unauthorized use of materials to complete such; collaborating with another person(s) without authorization on a quiz, test, exam, paper, or project; taking a quiz, test, or exam for someone else or allowing someone else to do the same for you.
Plagiarism - Plagiarism can be defined as: submitting work in which words, facts, or ideas from another source are used without acknowledging that the material is borrowed whether from a published or unpublished source. For specific information on how to document information from other sources, students should check with their instructors, academic departments, or a recognized writing manual, such as the MLA or APA.

Fabrication - Fabrication can be defined as: listing sources in a bibliography that one did not actually use in a written assignment; presenting false, invented, or fictitious data/evidence in a written assignment.

Other Academic Misconduct: Other Academic Misconduct might include, but is not limited to:

- In a testing situation, conduct, such as, looking at a classmate's test, talking to a classmate, or leaving the classroom without the instructor's or proctor's permission.
- Obtaining help while taking online tests or quizzes in the form of another person consultation, Googling for answers, texting, or using other social media.
- Obtaining part or all of a test by theft/purchase, OR selling /giving part of all of a test to someone else.
- Soliciting someone to impersonate you online or in a classroom setting.
- Entering an office or building for the purpose of changing a grade on a test, assignment, or in a grade book or for the purpose of obtaining a test.
- Altering or attempting to alter academic records of the College which relate to grades; being an accessory to same.

Support Services

Students with Disabilities: The Student Disability Services (SDS) Office provides tools and resources to students with documented disabilities. Students who self-disclose a documented disability and provide the required documentation to the SDS Office can receive confidential and reasonable accommodations to assist in their academic success. If you need accommodations, please contact the SDS Office at (386) 506-3238. To call Florida Relay dial 7-1-1, or the appropriate toll-free number: 1-800-955-8771 (TTY), 1-800-955-8770 (VoiceYou can also find more information at http://www.daytonastate.edu/sds/.

Veterans: If you are currently serving or have ever served in the U.S. Military, please feel free to visit the Veterans Center in the Lenholt Student Center (Bldg. 130, room 124) for any assistance or phone 386.506.3065. Please visit https://www.daytonastate.edu/admsvet/
The Division of Library and Academic Support provides the following unlimited services to students via tuition and fees at the time of registration.

**Academic Support Center:** The Academic Support Centers (ASC) assist students on every campus to achieve their potential by providing the resources they need to become successful, independent learners. For more information, please go to [http://www.daytonastate.edu/asc/](http://www.daytonastate.edu/asc/).

**Writing Center:** For assistance with all stages of the writing process, please visit the Writing Center (appointments recommended) [www.daytonastate.edu/cwc](http://www.daytonastate.edu/cwc).

**Library and Research Services:** The Daytona State Library offers many types of resources to support your research materials and assistance. [http://library.daytonastate.edu/index](http://library.daytonastate.edu/index).

**Technical Support** is available for FalconMail, printing, web usage, Falcon Online, and more. Students may call 386-506-3950 or e-mail Helpdesk@daytonastate.edu. Information can be found on the Student Self-Service Help page at [http://daytonastate.edu/help/](http://daytonastate.edu/help/) under Tech Support.

For Falcon Online 24/7 support of course tools, view the Help/Resources on the Falcon Online navbar or call the Helpdesk at 386-506-3950, option 2. General Help information for Falcon Online can be found on the Student Self-Service Help page at [http://daytonastate.edu/help/](http://daytonastate.edu/help/) under Falcon Online Technical Help.

**Safety on Campus:** Check your FalconMail after you register for information on accessing and updating your free Daytona State College Rave Alert account, which will send you alerts to critical college safety information. You can also visit [https://www.getrave.com/login/daytonastate](https://www.getrave.com/login/daytonastate).

**The Center for Men and Women:** CCAMPIS-(Child Care Access Means Parents In School) assists eligible students with child care; New Directions: Access to financial assistance for tuition, books, uniforms, and/or equipment for single parents, displaced homemakers, single pregnant women, or those considering a non-traditional career; Lending Library: A limited library of textbooks available for loan; Clothes Closet: Students can achieve a professional image for job interviews and employment; Falcon Fuel: Free light snacks for students to fuel up and go! Homeless Student Services: College and community resources and referrals to help students stay in school. Health Services: Connections to local Health Care providers for DSC students and their children.

Contact: [www.daytonastate.edu/centerforwomenandmen](http://www.daytonastate.edu/centerforwomenandmen) or call (386) 506-3068.
Counseling Services are available on campus to help students by providing confidential short-term counseling and linking them to local community mental health professionals for long-term assistance when needed. Please call (386) 506-3038 for more information.

Student Self-Service Help: Go to http://daytonastate.edu/help to find help with registering, student accounts, financial aid, pulling your degree plan, etc.

CLASS SCHEDULE*

<table>
<thead>
<tr>
<th>Chapters Covered</th>
<th>Deadlines and Assessments per Student Learning Outcome (SLO)</th>
</tr>
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<tbody>
<tr>
<td>Part I.</td>
<td>CLASS BEGINS MARCH 19TH&lt;br&gt;&lt;br&gt;March 21th introduction Assignment due</td>
</tr>
<tr>
<td>Student Learning Outcome (SLO 1): Identify how markets organize the allocation of scarce resources in a global economy. Ch. 1: First Principles Ch. 2: Economic Models: Trade-offs and Trade Ch. 3: Supply and Demand Ch. 5: The Market Strikes Back</td>
<td>By March 28 YOU SHOULD HAVE: Read Chapters 1,2,3,5 Worked through Chapters 1,2,3,5 Complete Graded Quizzes for Chapters 1,2,3,5 (See note on quiz deadlines) (SLO 1) TAKEN EXAM 1 (Chapters 1,2,3,5) (Closes March 29) (SLO 1) March 28 – April 20 Discussion #1 Open (SLO’s 1&amp;2)</td>
</tr>
<tr>
<td>Part II. Student Learning Outcome (SLO 2): Analyze the behavior of consumers and producers in markets. Ch. 6: Elasticity Ch. 9: Making Decisions Ch. 10: The Rational Consumer Ch. 11: Behind the Supply Curve: Inputs and Costs</td>
<td>By April 11 YOU SHOULD HAVE: Read Chapters 6,9,10,11 Worked through Chapters 6,9,10,11 Complete Graded Quizzes for Chapters 6,9,10,11 (See note on quiz deadlines) (SLO 2) TAKEN EXAM 2 (Chapters 6,9,10,11) (Closes April 11) (SLO 2)</td>
</tr>
<tr>
<td>Part III Student Learning Outcome (SLO 3): Identify various market structures and their effect on resource allocation. Ch. 12: Perfect Competition and the Supply Curve Ch. 13: Monopoly Ch. 14: Oligopoly Ch. 15: Monopolistic Competition and Product Differentiation</td>
<td>By April 25 YOU SHOULD HAVE: Read Chapters 12,13,14,15 Worked through Chapters 12,13,14,15 Complete Graded Quizzes for Chapters 12,13,14,15 (SLO 3) TAKEN EXAM 3 (Chapters 12,13,14,15) (Closes April 25) (SLO 3) April 27 Essay IS DUE (SLO 3&amp;4)</td>
</tr>
<tr>
<td>Part IV Student Learning Outcome (SLO 4): Analyze market failures, and evaluate the role of government and public policy. Ch. 17: Public Goods and Common Resources Ch. 18: Economics of the Welfare State Ch. 19: Factor Markets and the Distribution of Income</td>
<td>By May 8 YOU SHOULD HAVE: Read Chapters 17, 18, 19 Worked through Chapters 17, 18, 19 Complete Graded Quizzes for 17, 18, 19 (SLO 4) EXAM 4 (Chapters 17, 18, 19) (Closes May 8) (SLO 4)</td>
</tr>
</tbody>
</table>

CLASS SCHEDULE NOTES: (1)* Deadlines for completion of chapter QUIZZES found under the tab QUIZZES. There are no make-up opportunities for missed graded chapter quizzes, no exceptions.
(2) Graded Online Discussions should be started on the START DATE and you should continue reading and posting to the discussions until the discussion END DATE. There are no make-up opportunities for missed discussions, no exceptions.

(3) Please allow about 5-7 business days after the closing deadlines for the essays and discussions to be graded and for grades to be posted.

**ASSIGNMENTS DUE DATES:** Please mark all important dates on your calendar. You are responsible for completing work on time. It will be in your best interest if you complete assignments BEFORE their due date in order to avoid last minute emergencies.

*May 21* – The self-Introduction assignment is due. Please introduce yourself in our Student Success Forum under “Introductions.” This assignment should be completed preferably the first time you sign-in and no later than *May 21*. The assignment is used for class attendance verification purposes. Students who fail to complete this assignment might be dropped from the class.

**DATES FOR EXAMS**
- Exam 1 (Chapters 1, 2, 3, 5) – Closes March 28
- Exam 2 (Chapters 6, 9, 10, 11) – Closes April 11
- Exam 3 (Chapters 12, 13, 14, 15) – Closes April 24
- Exam 4 (Chapters 17, 18, 19) – Closes May 8
Note: Make-up exams, if allowed, will carry a 15% penalty.

**ONLINE DISCUSSIONS DATES**
- Graded Discussion #1 – Open on the 28th of March until April 20th
- Graded Discussion #2 – is actually your attendance as you are allowed one non attendance
Note: There are no make-ups for missed discussions, no exceptions.

**ESSAY DUE DATES**
- Essay 1 - Due on or before *April 18*
- Final date to submit late essays is *April 29*
Note: Late essays will carry a 15% late penalty.

**DATES FOR QUIZZES**
- Deadlines for completion of the graded chapter QUIZZES found under the tab QUIZZES right next to the chapter quiz itself.
Note: There are no make-ups for missed chapter quizzes, no exceptions.

**IMPORTANT:** This syllabus, course content, dates, course requirements, policies, make-up policies, quizzes, exams, essays, homework and any other types of assignments might be added or deleted. Hence, the full or partial content of this syllabus can be modified at the discretion of the instructor.
If you have questions regarding anything on this syllabus, the course content or assignments, please post your questions online under the appropriate topic forum. Your questions are likely to benefit other students.

If you need to contact me about your grade or a personal issue, please e-mail me.