Course Meetings: MW 4:00 PM - 5:15 PM in 102A Smith Building
Text Book: Business Math: The Mathematics of Money (3 edt) by Timothy J. Biehler
Contact: Email: jnk15@psu.edu, Office: 265 Hawthorn,
Office Hours M, Th: 11-12 and F: 10-11 (in Hawthorn 265)
Additional Material: http://www.personal.psu.edu/jnk15/math34_s16/

Course Description

This course is intended to be one of several offered by the mathematics department with the goal of helping students from non-technical majors partially satisfy their general education quantification. It is designed to provide a sound introduction to the uses of college level mathematics in personal finance applications. Topics include: simple interest, simple discount, compound interest, annuities, investments, retirement plans, taxes, credit cards, and mortgages.

Description available online at http://www.math.psu.edu/ug/courses/math034

Grading (Dates will be announced in class)

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Quizzes</td>
<td>15%</td>
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<tr>
<td>Midterm 1</td>
<td>25%</td>
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<tr>
<td>Midterm 2</td>
<td>25%</td>
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<tr>
<td>Final Exam</td>
<td>35%</td>
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<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
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Final grades will be assigned according to the following:

- A 92.5 – 100%
- A- 89.5 – 92.4%
- B+ 86.5 – 89.4%
- B 82.5 – 86.4%
- B- 79.5 – 82.4%
- C+ 76.5 – 79.4%
- C 69.5 – 76.4%
- D 59.5 – 69.4%
- F 0 – 59.4%

Homework

Recommended homework will be posted for every section (on our class website). Homework is not collected or graded. You should use these problems as a starting point, there will likely be many sections or types of problems where you will need to do additional problems. Your real homework is to do homework problems until you’re comfortable that you could answer any of the problems correctly on quizzes/tests.

Additionally reading the textbook is also homework every night (or every week). You may read sections before or after we cover them in class, so I don’t usually assign specific pages of reading for homework on specific days. However, you are responsible for reading all sections we cover before the tests.
Grading Policies

- **Calculators** are required/suggested for all quizzes and exams. You may only use a dedicated calculator, *not a calculator app on a cell phone or other piece of technology*. A TI-30X IIS, 2-line view calculator (or similar calculator) is recommended. Any use of cellphones will be considered a violation of the Academic Integrity Policy.

  *It is your responsibility to bring a calculator that you know how to use to all quizzes and exams.*

- We will have **quizzes** about once a week, they are usually announced in advance, but pop-quizzes are possible. There will be a few longer take-home quizzes throughout the semester.

- If it is important for you to get a certain grade in this course, you should be taking the necessary steps *before* quizzes and exams, not after. If you come to me after a quiz or exam it’s too late. There will be no individual extra credit, so asking for it will do you no good.

- For quizzes and tests I can only give you credit for what you *show me* that you know. If your solutions require you to explain things to me after the quiz/test, they are wrong. In particular, if you do everything in a calculator, and write only the final answer, which is incorrect, I will have to give you a 0.

- If you think you’ve found a grading error on any quiz or test, return the paper to me ASAP. In particular, return the the quiz/exam to me before you write anything else on it.

Accommodations

Penn State welcomes students with disabilities into its educational programs. If you have a disability-related need for modifications or reasonable accommodations in this course contact the Health & Wellness Center, Disability Services, located at the Penn State Altoona Health Center. For more information call (814) 949-5540 or visit the Disability Services web site at [www.altoona.psu.edu/healthwellness](http://www.altoona.psu.edu/healthwellness). I must be notified as early in the semester as possible regarding the need for modifications or reasonable accommodations.

If you are on a sports team or have a disability, it is your responsibility to provide me with the relevant documentation (as soon as possible). It is also your responsibility and to contact to me (in person or via email) *at least one full week* before missed work so we can schedule appropriate accommodations.

Academic Integrity

From Section 19-20 of the Penn State (1984) manual University Policies and Rules for Students

“Academic integrity is the pursuit of scholarly activity free from fraud and deception and is an educational objective of this institution. Academic dishonesty includes, but is not limited to, cheating, plagiarism, fabrication of information or citations, facilitating acts of academic dishonesty by others, unauthorized prior possession of an examination, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.”
Absences & Attendance

- You may not take quizzes early/late (this includes earlier/later in the class period and taking the quiz in another section). There will be no make up quizzes! Your lowest 3 quiz scores will be dropped.

- If you need to miss a Midterm/Final for reasons like sickness, family emergency, travel for a sports team, etc. a make up exam will be scheduled. You will need appropriate documentation and must notify me at least one week before hand so we can schedule a make up. Things like appointments, and vacations etc. are not reasons for excused absences. Exceptions to the one week rule will be made only if an emergency occurs less than one week before the exam.

  The earlier you contact me the more likely you are to get a make up. If you email me less that 24 hours before an exam, it better be for a real emergencies involving flashing lights and sirens (ambulances, firetrucks, police, hospitals, etc) that happened to you or someone whose care you are responsible for.

- You are responsible for all the material from every class as well as for any announcements made in class. Not being in class when something was said is never an excuse, so please don’t try it. In other words, I expect you to be in class.

Classroom Policies

- It is recommended that you bring your calculator, formula sheet, textbook and/or online notes (from applicable sections) to all classes.

- My job for this semester is to help you understand (and possibly enjoy) math. If you have questions, please speak up, I can’t answer the questions you don’t ask. If you have suggestions about something you’d like done differently in class, please ask, I do my best to accommodate (reasonable) requests.

- I’m very happy with an interactive classroom. If you have something (related to our course) to say in class, feel free to shout it out or interrupt me. You may also raise your hand if that makes you happier.

- Be responsible. Don’t distract yourself or your classmates with texting, using your laptop for things other than note taking. If you’re distracted with electronics, there’s a good chance I’ll start calling on you. This is especially true if you let your cell phone ring in class.

- I’m a bad speller, you have my preemptive apology. I’m aware that I spell terribly; you should feel free to correct my spelling or laugh at it if you feel so inclined.

Disasters/Emergencies/“Acts of God”

Class cancelations will be posted at a https://intranet.altoona.psu.edu/cancel/. If there is additional information needed (for example if an unforeseen emergency interfere with a midterm) it will be posted on our class website (http://www.personal.psu.edu/jnk15/math34_s16/). Please check the class website before emailing me.

Contact Info

email: jnk15@psu.edu  this is the fastest way to get in touch with me.
website: http://www.personal.psu.edu/jnk15/math34_s16/
tutoring in LRC: http://www.altoona.psu.edu/lrc/