

### Course Syllabus

Welcome to Saddleback College for the spring session of microeconomics online.

**Required:** Access to a fully functioning Windows-based computer and a backup plan in case the computer goes down. You also need access to a word processing program that is compatible with Word. There are no mandatory class meetings, including Orientation, everything is done online.

Computers and systems crash and you need to be flexible enough to deal with it, during the course. I have had Blackboard go down on the last day the final was offered and then my Internet Service Provider (ISP) went out in my area. I had to go to Starbucks just to answer the email from students. Then a student said they had no other time available to take the Final. If you are that rigid then this course is not for you. So, you need flexibility especially if something happens during finals week, every other problem is fairly easy to deal with. Usually it is the students who crash rather than the systems.

**TEXT:** Principles of Microeconomics": By Case and Fair, 8<sup>th</sup> edition.

**OBJECTIVES:** Introduction to microeconomics theory with an emphasis on individual decision making by economic agents: consumers, firms and the government. Also, how economics affects our daily lives and preparation for upper division courses. You will accomplish this goal by reading, using online resources, together with interaction between fellow students and myself.

**OFFICE HOURS ONLINE:** by E-mail: [boconnor@saddleback.edu](mailto:boconnor@saddleback.edu) when you email me be sure to put **Econ 4 22205** in the subject area. If necessary I can meet you in the Virtual Classroom in real time. To get to the Virtual Classroom click on the Communication menu item, click on Collaboration and you will see it. You might try it once as a dry run. If you have trouble, disable your pop-up blocker.

To do well in this class you will need to be disciplined and independent. It is important that you read and follow instructions to the best of your ability. No concessions will be made for the timing of exams and quizzes. If you will be out of reach of a computer during test dates then an online class is not for you. Nothing is accepted late.

**TEACHING METHOD:** Probably the most important aspect of the class is to read the **Announcement** page a few times a week. If you have not been online in awhile this could be risky so make sure you click on **View All** under the **Announcements**, hopefully you will not have missed anything. Each week you will read the assigned textbook chapters listed below.

When you are ready take the weekly quizzes for each of the chapters. You can take the quizzes anytime, but it is recommended that you stay on the syllabus schedule. Midterms and the Final need to be taken at specific times. When you are ready take the Midterm as discussed below.

Under **Course Documents** you will click on Companion Website. Now you will see a bar across the top that show the chapter numbers. Click on any one and you will find many study aids to help you such as Power Point notes, practice quizzes and economics in the news. Please explore this section and see what can work for you.

You must check your email at least three times per week in case I need to contact you. Your email address must be correct. Interaction online with other students enrolled and with me will be a major source of information for all of us. You must participate in these weekly sessions on the **Discussion Board** as part of your grade.

All essays must be turned in to the **Digital Dropbox** under the **Tools** menu choice. Do not send the above by email, the Dropbox is safer. Put your name on all your work and save it to your computer with your name and assignment name, before depositing it in the **Digital Dropbox**.

Should you feel paranoid about what is going on, or due dates, check this **Syllabus**.

### OUTLINE

WEEK 1	Chapters 1 & 2	2 Quizzes		Discussion Board
2	Chapters 3 & 4	2 Quizzes		Discussion Board
3	Chapters 5 & 6	2 Quizzes	Midterm I	Discussion Board
4	Chapters 7 & 8	2 Quizzes	Essay	Discussion Board
5	Chapters 9 & 10	2 Quizzes		Discussion Board
6	Chapters 12 & 13	2 Quizzes	Midterm II	Discussion Board
7	Chapters 14 & 16	2 Quizzes	Essay	Discussion Board
8	Chapters 17 & 18	2 Quizzes	Final	Discussion Board

### GRADING POLICY

QUIZZES (15 points x 16)	240 Points
MIDTERMS (100 points x 2)	200 Points
ESSAYS ( 100 points x 2)	200 Points
DISCUSSION BOARD	200 points
FINAL TEST	160 points
<b>TOTAL</b>	1,000 points

**THE MIDTERMS AND FINAL WILL BE AVAILABLE THURSDAYS AT 8am, CONSISTENT WITH THE WEEKS LISTED ABOVE, TILL THE FOLLOWING MONDAY AT 10pm. QUIZZES WILL BE AVAILABLE UNTIL THE MONDAY OF FINALS WEEK, TBA AT 10pm, AND CAN BE TAKEN AT ANY TIME. THE FINAL WILL BE AVAILABLE THURSDAY, MAY 10<sup>th</sup> AT 8am TILL MONDAY, MONDAY TBA AT 10pm.**

<b><u>Important Dates</u></b>	<b>( mm/dd )</b>
<b>Midterm I</b>	<b>Thursday TBA at 8am till Monday TBA at 10pm</b>
<b>Essay</b>	<b>Sunday TBA at 10pm</b>
<b>Midterm II</b>	<b>Thursday TBA at 8am till Monday TBA at 10pm</b>
<b>Essay</b>	<b>Sunday TBA at 10pm</b>
<b>Final</b>	<b>Thursday TBA at 8am till Monday TBA at 10pm</b>

### **Weekly Quizzes**

You will have two quizzes each week. **Quizzes** will be on each of the chapters covered during that week. Each quiz is made up of 15 multiple choice questions that are worth one point each. You will get a lot of time to complete the quiz compared to the midterms. To complete the quiz you will have one hour. This gives you time to look up the answer so the quizzes are actually like homework. After you click submit it will give you your score and feedback on your choices.

### **Midterms and Final**

Midterms and Final will be cumulative. So, each could cover the material from day one. The Midterms have 50 multiple choice questions worth two points each. You will have 50 minutes to take the midterms. The Final will have 80 multiple choice questions worth 2 points each. You will have one hour and twenty minutes to complete the final.

Locate the **Quizzes**, **Midterms** and **Final** under the **Assignments** menu choice.

### **ESSAYS**

Click on **Essays** for your essay assignment. They are worth 100 points each.

### **Summary of Class Participation Points**

You can receive 10 points for each question you ask and 25 points for each correct answer. There will be a Discussion Board available for each chapter covered. The maximum points per chapter are 50 points. I will grade these weekly.. Once you see the Discussion Board says graded do not post anymore to the board. Go to the next board and you can post there. The question or answer does not have to be on the material for the week, but must be about the class. You can ask as many questions/answers as you want but only 50 points will count per chapter. See the rules for the Discussion Board posted under the Syllabus.

**Just remember the limit is 200 points total for Class Participation Points.**

### **Student Services**

General Student Service Information is available at the Saddleback College Website. General, academic, and service information can be obtained by accessing the Counseling Division and Financial Aid Websites. Individual and small group counseling information such as academic planning and review of transcripts is available by appointment. All other student services are available on campus during normal business hours.

### **Accommodations for Students with Disabilities**

This course meets the requirements set forth in the accessibility checklist and universal design grid provided by Special Services. The Web pages, video presentations, textbooks and class materials used in this course are accessible to students with disabilities.

### **Grading Scale**

1000-900 points = A

899 - 800 points = B

799 - 700 points = C

699 - 600 points = D

< 600 points = F

**SUGGESTIONS** - To do well in class I suggest you do the following:

- a) Finish your reading assignment before going to Blackboard and take notes about the information you gather. You may discover that you need to read the material over a couple of times before it makes sense. Go to Assignments; take the quiz, midterm or final. Make sure you post questions in the Discussion Board about the material in the book you do not understand. Bring up current events for discussion. Economics is a very current topic.
- b) Your class participation on the Discussion Board is **CRITICAL!**
- c) The most important thing for you is to stay current with the reading and quizzes. You are allowed to take the quizzes any time but it makes more sense to stay on schedule. You must also stay aware of when things are due, so check this Syllabus if you are unsure.

You are in this class because **you** chose to be here, so make it a rewarding and interesting experience. Economics is a challenging subject, and by the same token, an interesting one. In order for you to learn, you will have to work at it. **HAVE FUN!!!**

