

**SOUTHEAST COMMUNITY COLLEGE
DIVISION OF ARTS AND SCIENCES**

Mathematics

Revision Date: 07-01-22

[Syllabus Statements](#)

I. CATALOG DESCRIPTION

Course Number: MATH1040

Course Title: Business Math

Prerequisite(s): A grade of "C" or higher in MATH0900 or a grade of "B" or higher in MATH0903 or appropriate score on math placement test.

Catalog Description: This course is for the student who needs specific skills in math to address business problems and/or applications. Students will learn mathematics as it relates to retail, payroll, financial analysis, interest earned, and money management. Students may use a calculator and computer to solve a variety of applications.

Credit Hours: 3.0

Class Hours: 45

Lab Hours: 0

Total Contact Hours: 45

II. COURSE OBJECTIVES: *Course will:*

- A.** Provide a review of basic algebraic operations including order of operations and solving for the unknown using linear equations.
- B.** Provide a review of basic mathematical operations involving ratios, proportions, and integers.
- C.** Teach students to convert and calculate with physical quantities.
- D.** Teach students to analyze word problems, organize the data, identify the desired solution, apply the appropriate mathematical operation, and evaluate the results.
- E.** Teach students how to apply mathematics to payroll and retail situations.
- F.** Teach students how to apply mathematics to banking and finance situations.
- G.** Introduce students to the costs of home ownership and borrowing money.
- H.** Teach students to calculate mortgages, mortgage interest, and property taxes.
- I.** Teach students to apply statistics to financial situations.
- J.** Introduce students to financial-related mathematical terms and to how to communicate those to other professionals.
- K.** Introduce students to various types of insurance.
- L.** Teach students to apply technology (calculators, software, and web) to solve finance-related math problems.

III. STUDENT LEARNING OUTCOMES AND GENERAL EDUCATION LEARNING OUTCOMES

- A.** Student Learning Outcomes: *Student will be able to:*
 - 1.** Perform basic algebraic operations including order of operations and solving for the unknown using linear equations. Perform basic mathematical operations involving ratios, proportions and integers.
 - 2.** Convert and calculate with physical quantities.
 - 3.** Analyze word problems, organize the data, identify the desired solution, apply the appropriate mathematical operation, and evaluate the results.
 - 4.** Apply mathematics to payroll and retail situations.
 - 5.** Apply mathematics to banking and finance situations.
 - 6.** Understand the costs of home ownership and borrowing money.
 - 7.** Calculate mortgages, mortgage interest, and property taxes.
 - 8.** Apply statistics to financial situations.

9. Understand financial-related mathematical terms and be able to communicate those to other professionals.
 10. Understand various types of insurance.
 11. Apply technology (calculators, software, and web) to solve finance-related math problems.
- B. General Education Learning Outcomes**
1. GELO #6: Career and Life Skills
Outcome: Demonstrate financial literacy.
 2. GELO #5: Analytical, Quantitative, and Scientific Reasoning
Outcome: Apply mathematical and scientific methods to solve problems from an array of contexts and everyday situations.
Outcome: Develop strategies, algorithms, or experiments (or perform experiments) to describe the systems or solve problems.

IV. CONTENT/TOPICAL OUTLINE (*course outline may provide more detailed information*)

- A. Review of Basic Mathematical Operations
- B. Equations
- C. Percents and Statistics
- D. Discounts: Trade and Cash; Sales and Excise Taxes
- E. Markups and Markdowns
- F. Payroll and Income Tax
- G. Simple Interest and Consumer Credit
- H. Compound Interest and Present Value
- I. Mortgages and Property Tax
- J. How to Read, Analyze and Interpret Financial Reports
- K. Life, Property and Motor Vehicle Insurance

V. INSTRUCTIONAL MATERIALS

- A. Required Text(s):
 1. Clendenen, Gary, Salzman, Stanley. *Business Math*, 14th Ed. New York, NY: Pearson, 2018. ISBN: 0134693329; Loose-leaf ISBN: 0134697227.
- B. Optional Resources:
 1. Calculator

VI. METHODS OF PRESENTATION/INSTRUCTION

- A. Methods of presentation typically include a combination of the following:
 1. Lecture
 2. Demonstration and hands-on practice
 3. Discussion
 4. Application

VII. METHODS OF EVALUATION

A. SCC GRADING SCALE

A+	95-100	C+	75-79	F	59 or less
A	90-94	C	70-74		
B+	85-89	D+	65-69		
B	80-84	D	60-64		

VIII. SPECIFIC COURSE REQUIREMENTS

- A. Grade Requirement: Student must complete course with minimum course grade of D (60 percent). Must achieve a course grade of C (70 percent) if course is a prerequisite for OFFT2460 (Office Simulation).
- B. Student must satisfactorily complete all assignments.