



The University of Southern Queensland

Course specification

The current and official versions of the course specifications are available on the web at <http://www.usq.edu.au/coursespecification/current>.
Please consult the web for updates that may occur during the year.

Description: Business Mathematics Fundamentals

Subject	Cat-nbr	Class	Term	Mode	Units	Campus
MAT	1001	87440	1, 2009	ONC	1.00	Springfield

Academic group:	FOSCI
Academic org:	FOS003
Student contribution band:	6
ASCED code:	010101

STAFFING

Examiner: Taryn Swan
Moderator: Tim Passmore

RATIONALE

Students entering tertiary studies in business require basic skills in mathematics and problem solving. This course will provide students with elementary mathematical and analytical skills for tertiary studies in business and accounting.

SYNOPSIS

This course provides a basic foundation for the mathematics encountered in tertiary programs in business and accounting. Topics included are: real numbers, fractions, powers and exponents, basic algebra, functions including linear, quadratic, exponential and logarithmic functions and their graphs, and introductory linear programming including systems of equations and inequalities.

OBJECTIVES

On completion of this course students will be able to:

1. demonstrate a sound understanding of basic mathematical topics that are essential for tertiary studies in business and accounting (All Assignments and Exam);
2. interpret and solve a range of authentic problems involving mathematical concepts relevant to this course (All Assignments and Exam);
3. effectively communicate the mathematical concepts and arguments in this course (All Assignments and Exam).

TOPICS

Description	Weighting (%)
1. Mathematical communication and study skills - study strategies, reading and writing mathematics	5.00

2.	Arithmetic - real numbers, order of operations, fractions, powers, index laws, radicals, absolute value and units	20.00
3.	Algebra - relationships and formulae, rearranging and solving equations, rational expressions, factorisation and simplification	20.00
4.	Functions and Graphing - coordinate system, linear equations and graphs, quadratic equations and graphs, polynomials	15.00
5.	Exponential and Logarithmic functions - properties, graphs, solving exponential and logarithmic equations	10.00
6.	Systems of linear equations - solving simultaneous equations and inequalities in two variables algebraically and graphically	15.00
7.	Linear programming - basic methods and applications to fields of business and accounting	15.00

TEXT and MATERIALS required to be PURCHASED or ACCESSED

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at <http://bookshop.usq.edu.au> click 'Semester', then enter your 'Course Code' (no spaces).

Scientific calculator.

Study Book 2009, *Course MAT1001 Business Mathematics Fundamental*, USQ Distance Education Centre, Toowoomba.

REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

Any high school mathematics text will be helpful. Any College Algebra or Pre-Calculus text will be helpful.

STUDENT WORKLOAD REQUIREMENTS

ACTIVITY	HOURS
Assessments	30.00
Lectures	26.00
Private Study	80.00
Tutorials	26.00

ASSESSMENT DETAILS

Description	Marks out of	Wtg (%)	Due date
ASSIGNMENT 1	20.00	5.00	16 Mar 2009
ASSIGNMENT 2	100.00	15.00	20 Apr 2009
ASSIGNMENT 3	100.00	15.00	01 Jun 2009
CMA's	100.00	0.00	12 Jun 2009
2 HOUR OPEN EXAMINATION	100.00	65.00	END S1 (see note 1)

NOTES

1. Examination dates will be available during the Semester. Students must refer to Examination timetable when published.

IMPORTANT ASSESSMENT INFORMATION

- 1 Attendance requirements:
It is the students' responsibility to attend and participate appropriately in all activities (such as lectures, tutorials, laboratories and practical work) scheduled for them, and to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration. Compulsory assessment may take place in tutorials. If circumstances prevent a student from attending a tutorial, the student must contact the Examiner to arrange an alternative activity.
- 2 Requirements for students to complete each assessment item satisfactorily:
To satisfactorily complete an individual assessment item a student must achieve at least 50% of the marks. (Depending upon the requirements in Statement 4 below, students may not have to satisfactorily complete each assessment item to receive a passing grade in this course.)
- 3 Penalties for late submission of required work:
If students submit assignments after the due date without (prior) approval of the examiner then a penalty of 5% of the total marks gained by the student for the assignment may apply for each working day late up to ten working days at which time a mark of zero may be recorded. No assignments will be accepted after model answers have been posted.
- 4 Requirements for student to be awarded a passing grade in the course:
To be assured of receiving a passing grade a student must achieve at least 50% of the total weighted marks available for the course.
- 5 Method used to combine assessment results to attain final grade:
The final grades for students will be assigned on the basis of the aggregate of the weighted marks obtained for each of the summative assessment items in the course.
- 6 Examination information:
An open examination is one in which candidates may have access to any printed or written material and a calculator during the examination.
- 7 Examination period when Deferred/Supplementary examinations will be held:
Any Deferred or Supplementary examinations for this course will be held during the next exam period.
- 8 University Regulations:

Students should read USQ Regulations 5.1 Definitions, 5.6. Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL <http://www.usq.edu.au/corporateservices/calendar/part5.htm> or in the current USQ Handbook.

ASSESSMENT NOTES

- 1 Students will require access to e-mail and web access to USQConnect for this course.
- 2 The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the Examiner. Students must retain a copy of each item submitted for assessment. This must be produced within 24 hours if required by the Examiner. The Examiner may grant an extension of the due date of an assignment in extenuating circumstances.
- 3 The Faculty will normally only accept assessments that have been written, typed or printed on paper-based media. The Faculty will NOT accept submission of assignments by facsimile.