BGN 81 Course Outline as of Fall 2022

CATALOG INFORMATION

Dept and Nbr: BGN 81 Title: PRACTICAL BUSINESS MATH
Full Title: Practical Business Math Skills
Last Reviewed: 2/28/2022

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	3.00	Lecture Scheduled	3.00	17.5	Lecture Scheduled	52.50
Minimum	3.00	Lab Scheduled	0	6	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	3.00		Contact Total	52.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 105.00 Total Student Learning Hours: 157.50

Title 5 Category:	AA Degree Applicable
Grading:	Grade Only
Repeatability:	00 - Two Repeats if Grade was D, F, NC, or NP
Also Listed As:	
Formerly:	

Catalog Description:
Students will focus on the development of basic business math competencies and foundation skills in order to perform simple analysis to improve organizational performance, operations, and presentation of data in a managerial context.

Prerequisites/Corequisites:

Recommended Preparation:
Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Schedule of Classes Information:
Description: Students will focus on the development of basic business math competencies and foundation skills in order to perform simple analysis to improve organizational performance, operations, and presentation of data in a managerial context. (Grade Only)
Prerequisites/Corequisites:
Recommended: Eligibility for ENGL 100 or ESL 100
Limits on Enrollment:

Transfer Credit: CSU;
Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	**Area**	Effective:	Inactive:
CSU GE:	**Transfer Area**	Effective:	Inactive:
IGETC:	**Transfer Area**	Effective:	Inactive:

CSU Transfer:	Transferable	Effective:	Fall 1998	Inactive:
UC Transfer:		Effective:		Inactive:

CID:

Certificate/Major Applicable:
Both Certificate and Major Applicable

COURSE CONTENT

Student Learning Outcomes:
At the conclusion of this course, the student should be able to:
1. Demonstrate business math computational skills.
2. Perform quantitative operations essential for improving planning, decision-making, and organizational performance.
3. Analyze and compare financial and statistical data.

Objectives:
At the conclusion of this course, the student should be able to:
1. Calculate and convert fundamental math operations in a variety of common modes.
2. Design, manipulate, and solve basic equations.
3. Formulate and solve quantitative operations in the areas of purchasing, pricing, depreciation, and inventory management.
4. Analyze data, including financial statements.
5. Calculate and compare loans and investments.
6. Assemble, arrange, and calculate statistical data.

Topics and Scope:

I. Business Mathematical Operations
   A. Numerical operations
   B. Solving basic financial equations and algorithms
   C. Simple vs. compound interest
II. Mathematics for Business
   A. Purchasing/ payment discounts
   B. Pricing, markups/markdown
   C. Inventory, overhead and depreciation
   D. Allocating costs and distribution of profits
   E. Financial statement analysis
   F. Calculating and amortizing debt payments

G. Comparing investments
III. Mathematics for Presentation and Analysis of Business Information
A. Financial statements/ reports
B. Elementary statistics
C. Basic graphical analysis of information
IV. Stocks and Bonds (Optional)
A. Yield, earnings per share, price/earnings ratio, dividends
B. Bond yield and net asset value
V. Payroll (Optional)
A. Gross/ net earnings
B. Deductions and reporting

Assignment:

1. Assigned reading (20-30) pages per week
2. Math related activities and projects
3. Problem solving exercises in content areas
4. Quizzes/tests (2-6) and final exam

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

None, This is a degree applicable course but assessment tools based on writing are not included because problem solving assessments are more appropriate for this course.	Writing 0 - 0%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Problem solving exercises and math activities and projects	Problem solving 10 - 40%

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

None	Skill Demonstrations 0 - 0%

Exams: All forms of formal testing, other than skill performance exams.

Quizzes/ tests, final exam	Exams 50 - 80%

Other: Includes any assessment tools that do not logically fit into the above categories.

Attendance and participation	Other Category 5 - 15%

Representative Textbooks and Materials:
Practical Business Math Procedures. 13th Ed. Slater, Wittry. McGraw-Hill-Irwin. 2019
Instructor prepared materials