

Business Environment, Governance, & Accountability

ACCT 6240 – Section U90

Spring 2021

[Revised Jan 11, 2021¹]

Instructor Information

Instructor: Dr. David Kerr

Email: dskerr@uncc.edu I will respond to email messages within 24 hours (usually much faster). Don't wait until the last minute to email me about something related to an exam that begins in a few hours. **Please contact me via email whenever you feel you need help.**

Required Materials

CPA Review: Business (Book & Test Prep); 2121 Edition; by Irvin N. Gleim; Gleim Publications; ISBN: 978-1-61854-391-2.

Recommended Materials

You are encouraged to read *The Wall Street Journal* (and/or similar business publications) to increase your awareness and knowledge of current developments in the business environment.

Course Structure and Canvas (UNC Charlotte Learning Management System)

You have a choice of two formats for completing this course and learning the material:

Option 1: Self-paced learning (“asynchronous” learning). This option provides the greatest flexibility to fit this class into your schedule. With this option, you are free to choose the dates and times (within a specified range of dates) to watch online video lectures I created for this course. While watching the videos, you will follow along in the class notes (available on Canvas) and frequently write additional notes and work through many questions and problems in those notes. You may pause, rewind, or review the videos as often as you’d like. If you have questions while watching the video lectures, feel free to email your question(s) to me. If your question is too lengthy for email, let me know and I’ll set up a Zoom meeting with you to discuss your question.

Option 2: Zoom sessions (“synchronous” learning). This option involves Zoom sessions on the dates and times listed in the course schedule at the back of this syllabus. Material covered in the Zoom sessions will be the same as that covered in the online video lectures. In other words, during Zoom sessions, we will add the same material to your class notes and work through the same questions and problems as in Option 1.

If you choose Option 1, you will not need to join the Zoom sessions. Similarly, if you choose Option 2, you will not need to watch the online video lectures. You may switch between the two options whenever you’d like.

¹ Pages 8 to 10 were revised because dates for Spring break were changed from March 29–April 2 to February 8–February 12.

Both options described above will be delivered online through a course management system called *Canvas* (CANVAS.UNCC.EDU). To access this course in *Canvas*, you will need access to the Internet and a supported Web browser (Internet Explorer, Chrome, Firefox, Safari). Open your browser and go to CANVAS.UNCC.EDU.

If you need assistance with *Canvas* for any reason, you may (1) contact the UNC Charlotte Student Computing Help Center at **(704) 687-5500**, or (2) submit an online request via UNC Charlotte's HelpDesk at <http://helpdesk.uncc.edu>, or (3) call the *Canvas* Hotline at (877) 257-9780.

Online Video Lectures: If you choose Option 1 (self-paced learning), you will need a computer and reliable Internet access to watch course videos throughout the semester. These videos are available in *Canvas* (CANVAS.UNCC.EDU). The dates on which you should watch each video are indicated in the course schedule at the back of this syllabus.

Class Notes: Class notes for each topic we will cover in this course are available in *Canvas*. You will work through those notes either (1) while watching the video lectures, or (2) during Zoom sessions. The notes are in PDF format; I recommend you print the notes prior to watching the related video or joining the related Zoom session.

Online Exams and Quizzes: You need to be available for exams and quizzes on most Thursday evenings during the semester. Exams and quizzes begin at 5:30pm. Exams will close at 8:15pm; quizzes will close at 6:00pm. Exams and quizzes will be administered through *Canvas* using LockDown Browser and Respondus Monitor; see the following link for a description: <https://web.respondus.com/wp-content/uploads/2019/08/RLDB-QuickStartGuide-Instructure-Student.pdf>

To Install LockDown Browser: In *Canvas*, when you start the Practice Quiz, you will be prompted to download and install UNC Charlotte's Lockdown Browser if you have not previously used it on your computer. When prompted, click the link to download and install it. After it has been installed, you'll need to exit everything. On your computer desktop, you will see a new icon for LockDown browser. Click that icon to launch the LockDown Browser, which will then take you back to *Canvas*. Log in to our course and begin the quiz. **Note:** You should not try to download LockDown Browser on your own from the Internet; you'll need to follow the above procedures to download and install UNC Charlotte's version.

System Requirements

- Windows: 10, 8, 7. Windows 10S is not a compatible operating system.
- Mac: OS X 10.10 to 10.14.
- Web camera (internal or external) & microphone
- A broadband internet connection

Prerequisites

Must be enrolled as a graduate student.

Accessibility for Students with Disabilities

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide me with a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040.

Grades

Your grade in the course will be based on three exams, five quizzes, and a practice quiz. Your best two exam scores will be doubled as follows:

	<i>Points Available</i>
Practice quiz	4
Quizzes	40
Lowest exam score (100 points possible)	100
Other exam score 100 x 2	200
Other exam score 100 x 2	<u>200</u>
Total points	<u>544</u>

Preliminary Grading Scale²

<u>Total Points Earned</u>	<u>Course Grade</u>
489.6 – 544.0	A
408.0 – 489.5	B
326.4 – 407.9	C
Less than 326.4	U

Examinations

You will be given three exams, including the final exam. Exam dates are shown on the course schedule at the back of this syllabus. Exams will be administered in *Canvas* using **LOCKDOWN BROWSER** and **RESPONDUS MONITOR**. To begin an exam, click the **QUIZZES** button in the Navigation area on the left side of your screen in *Canvas*.

You may use **one 8½" x 11" sheet of paper with your own hand-written notes on only one side** when taking each exam. The notes must be hand-written (not typed or photocopied). You may use the other side of your sheet of paper (and a pencil or pen) for calculations. You may also use a calculator (must not be a calculator app on a cellphone or computer). At the beginning of each exam, you will be required to use your webcam to show me both sides of your sheet of paper.

Conduct during exams: Keep your eyes on your computer screen as much as possible. When looking at the sheet of paper with notes or your calculator, hold it up by your screen. You may look down at your sheet of paper when performing calculations. All other materials such as books, tablets, cell phones, etc. must be put completely away before the exam. If you choose to wear a hat with a brim during an exam, the brim must be facing backwards. There should be no other people in the room with you during exams.

The questions used on exams and quizzes are copyrighted. Therefore, you are not permitted to print, write down, or take pictures or screenshots of any of the questions.

You should make every effort to take each exam at the scheduled time and date. Make-up exams will be given only in situations involving an excused absence with appropriate documentation.

Exam scores are not “curved,” and there will be no “do-over” exams. In other words, if you perform poorly on an exam, you will not have an opportunity to replace your score on the original exam with a makeup exam.

² At the end of the semester, the preliminary grading scale might be adjusted downward if the class average is unusually low.

Quizzes

You will have the opportunity to take five quizzes (plus a practice quiz) during the semester. Each of the five quizzes is worth 10 points and consists of five multiple-choice questions. The primary purpose of the quizzes is to encourage you to keep on schedule with your studying.

Each quiz will be available between 5:30pm and 6:00pm on the dates indicated in the course schedule at the back of this syllabus. Quizzes will be administered in *Canvas* using **LOCKDOWN BROWSER** and **RESPONDUS MONITOR**. To begin a quiz, click the **QUIZZES** button in the Navigation area on the left side of your screen in *Canvas*.

When taking each quiz, you may use the notes (hardcopy only) you printed from *Canvas* and filled in while watching the video lectures or during Zoom sessions. Quizzes (except for the practice quiz) will include some questions based on material you should have added to your class notes while watching the videos or during the Zoom sessions, so be sure to watch the relevant videos or related Zoom session prior to taking each quiz. Although you are permitted to use your notes during quizzes, Lockdown Browser and Respondus Monitor will prevent you from using a digital copy of the notes during the quiz, so you'll only be able to use your notes if you have printed them.

You may also use a calculator (must not be a calculator app on a cellphone or computer). You are **not** allowed to communicate with anyone when taking a quiz, and you must **not** use your cellphone for any reason during quizzes.

Your face must be clearly visible to your webcam at the beginning of the quiz and must remain visible for the duration of the quiz. If you choose to wear a hat with a brim during a quiz, the brim must be facing backwards. There should be no other people in the room with you during quizzes.

You should make every effort to take each quiz at the scheduled time and date. There will be no make-up quizzes, nor will any quizzes be given early. There will be no "do-over" quizzes. If you perform poorly on a quiz, you will not have an opportunity to replace your score on the original quiz with a make-up quiz.

Your lowest quiz score (excluding the practice quiz) **will be dropped** when determining your grade for the course. Dropping one quiz score allows for the possibility that you may have to miss a quiz due to unavoidable circumstances such as illness, car problems, work, interviews, weddings, funerals, or other conflicts. Thus, if you miss a quiz, that will be the quiz dropped.³

³ If you miss a second quiz due to work, medical reasons, or other University excused absence, you will be allowed to take a make-up quiz.

Policies Regarding Grading

Portions of the following paragraph are from the University's *Policies and Procedures for Appeals of Final Course Grades*; for more information, see <http://legal.uncc.edu/policies/up-410>:

Determination of final course grades and policies and procedures regarding grades is the responsibility of faculty, not students. Thus, the grading policies, procedures, and scales in your courses at UNC Charlotte are not open to debate, negotiation, or appeal. It is **inappropriate** for a student to contact a faculty member at the end of the semester in an attempt to influence the faculty member's determination of final course grades. This includes, but is not limited to, asking the faculty member to raise the student's grade for any reason. However, if you believe your final course grade assigned by the instructor was the result of a clear and **material mistake** in calculating or recording grades, you should contact the instructor, who will explain how the grade was determined. Your inquiry to the instructor should occur as soon as possible after the formal grade report is received. If you are unable to resolve the grievance through consultation with the instructor, a written request for review of the course grade may be submitted to the Chair of the Department in which the course was taught. Requests for review must be submitted within the **first four weeks** of the next regular academic semester.

For this course, your semester grade will be determined by the total number of points you earn on exams and quizzes— **period**. Factors and circumstances other than your total points will not be considered. This includes, but is not limited to, factors such as **need** (e.g., if you need a "B" or better to keep a scholarship or to graduate, then you must earn at least enough points to receive a B; plan accordingly), **effort** (while effort and exam scores tend to be highly correlated, your grade in this course will be based on your exam scores, not on the number of hours you spend studying), the number of **hours per week you work**, **number of courses** you're taking this semester, **prior coursework** or **work experience** related to accounting, etc. (i.e., all students will be graded similarly, regardless of current employment status, course load, and prior accounting-related employment or coursework). In addition, students with **disabilities** will be graded in the same manner as all other students; however, students with disabilities may request reasonable accommodation of their disabilities. Finally, please note that there will be **no "extra credit" work** available, and exams are not curved. **I will not grade you differently than other students or raise your end-of-semester grade – please don't ask.**

Policies Regarding Academic Honesty

A high level of ethical conduct is a critically important attribute of members of the accounting profession. The importance of ethical conduct extends into the academic arena where the profession's future leaders are being prepared. Thus, **accounting students are expected to conduct themselves in a manner that is above reproach** in their academic work.

Academic misconduct includes cheating, fabrication, falsification, multiple submissions, plagiarism, and complicity. Each of these types of misconduct is discussed in the **Code of Student Academic Integrity** on the UNC Charlotte website at www.legal.uncc.edu/policies/up-407, along with related penalties and procedures. You are expected to be familiar with, and to follow, this Code.

In addition, the following specific requirements are expected in this class:

- (1) Strict individual performance on exams and quizzes
- (2) Not consulting notes or books during exams unless explicitly permitted as stated previously in this syllabus
- (3) Not passing or receiving information about exam or quiz questions to other students
- (4) The questions used on exams and quizzes are copyrighted. Therefore, **you are not permitted to print, write down, or take pictures or screenshots of any of the questions.**

Academic integrity is considered a prerequisite for admission into the accounting profession. If any of these requirements are unclear to you, please consult with me before you complete any exams or quizzes in the course.

Description and Objectives of the Course

Course Description

This course examines a wide variety of topics related to the general business environment and business concepts. Topics to be addressed include corporate governance and control, information technology, managerial and cost accounting, economic concepts and analysis, and financial management.

Course Objectives

The objective of this course is for you to learn important concepts related to the internal and external environments in which businesses operate. Upon completion of this course, you should be able to:

- describe the elements of corporate governance, including the rights, duties, responsibilities, and authority of the Board of Directors, officers, and other employees within a business;
- describe the COSO frameworks of internal control and enterprise risk management;
- calculate and explain economic measures and indicators;
- discuss concepts of financial risk management;
- explain techniques of asset and investment management;
- discuss information technology control objectives and procedures;
- explain the impacts of electronic commerce on businesses;
- explain budgeting and variance analysis;
- calculate financial and nonfinancial measures of business performance;
- explain and calculate cost measurement methods and techniques.

Note: I reserve the right to modify the course schedule, deadlines, reading and homework assignments, classroom procedures, and course policies if circumstances warrant.

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.

Course Schedule (Subject to revision)

Date	Activities to Complete
[1] Thursday Jan 21	<p style="text-align: center;">Introduction to the Course and Topic 1 – Managerial/Cost Accounting Concepts & Job Cost Systems</p> <p>Join the Zoom session at 5:30pm on Thursday (click the ZOOM button in the NAVIGATION area on the left side of your screen in Canvas).</p> <p>Before joining the Zoom session, download and print the notes for Topic 1 – Managerial/Cost Accounting Concepts & Job Cost Systems from Canvas. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended assignment in Gleim (see file named “Gleim Assignments” in Canvas). Completion of the Gleim assignments will improve your understanding and retention of the material, which will help you prepare for our exams and the CPA exam. You do not need to turn in any Gleim assignments.</p>
[2] Thursday Jan 28	<p style="text-align: center;">Topic 2 – Cost-Volume-Profit (CVP) Analysis</p> <p>Everyone – complete the Practice Quiz at 5:30pm on Thursday; see below:</p> <p>The practice quiz is worth four points. There is nothing to study to prepare for this quiz. The quiz has two purposes: (i) to make you aware of what is expected of you during subsequent quizzes and exams, and (ii) to make sure your computer is set up properly for Lockdown Browser and Respondus Monitor. You will NOT need a calculator or other materials. In Canvas, click on QUIZZES; you should then see the link to the Practice Quiz.</p> <p>If you have never used UNC Charlotte’s LockDown Browser, see instructions on page 2 for downloading and installing it.</p> <p>If you have problems using Respondus Monitor, Live Chat is available from within LockDown Browser:</p> <ul style="list-style-type: none"> • In the pre-exam steps – when working through the pre-exam steps for using a webcam with LockDown Browser, select "It's not working" at any time to access live chat. • In Help Center – select the “Need More Help?” button. <p>See the following link for more details: https://web.respondus.com/student-help-livechat/</p> <p>Self-paced option – If you chose the self-paced option, complete the following three things anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 2 – CVP Analysis from Canvas. (2) Watch the three video lectures for Topic 2 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – If you chose the Zoom option, join the Zoom session at 6:00pm (after the quiz) on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 2 – CVP Analysis from Canvas. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>

<p>[3] Thursday Feb 4</p>	<p>Topic 3 – Activity-Based Costing (ABC) and Topic 4 – Variable versus Absorption Costing</p> <p>Everyone – complete Quiz 1 at 5:30pm on Thursday:</p> <p>This quiz is worth 10 points and consists of five questions about the notes for Topic 2 – CVP Analysis. When completing the quiz, you may use the notes (hardcopy only) you printed from Canvas and filled in while watching the video lectures or during the Zoom sessions. There is a 20-minute time limit to complete the quiz.</p> <p>Self-paced option – complete the following three things anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 3 – Activity-Based Costing (ABC) and Topic 4 – Variable vs Absorption Costing. (2) Watch the video lectures for Topic 3 and Topic 4 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 6:00pm (after the quiz) on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 3 – Activity-Based Costing (ABC) and Topic 4 – Variable vs Absorption Costing. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>
<p>Thursday Feb 11</p>	<p style="text-align: center;">Spring Break</p>
<p>[4] Thursday Feb 18</p>	<p style="text-align: center;">Topic 5 – Budgets</p> <p>Everyone – complete Quiz 2 at 5:30pm on Thursday:</p> <p>This quiz is worth 10 points and consists of five questions about Topic 4 – Variable vs Absorption Costing. When completing the quiz, you may use the notes (hardcopy only) you printed from Canvas and filled in while watching the video lectures or during the Zoom sessions. There is a 20-minute time limit to complete the quiz.</p> <p>Self-paced option – complete the following anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 5 – Budgets. (2) Watch the three video lectures for Topic 5 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 6:00pm (after the quiz) on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 5 – Budgets. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>

<p>[5] Thursday Feb 25</p>	<p>Exam 1 (Topics 1 through 5). You'll have 165 minutes to complete the exam. You may begin any time after 5:25pm; you must finish and submit the exam no later than 8:15pm.</p> <p>(i) Launch Lockdown Browser.</p> <p>(ii) In <i>Canvas</i>, click Quizzes to access the exam.</p> <p>(iii) In pre-exam Step 7: Environment Check, show both sides of your sheet of paper to your webcam (one side must be blank.)</p>
<p>[6] Thursday Mar 4</p>	<p style="text-align: center;">Topic 6 – Variance Analysis</p> <p>Self-paced option – complete the following anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 6 – Variance Analysis. (2) Watch the four video lectures for Topic 6 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 5:30pm on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 6 – Variance Analysis.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>
<p>[7] Thursday Mar 11</p>	<p style="text-align: center;">Topic 7 – Process Costing</p> <p>Everyone – complete Quiz 3 at 5:30pm on Thursday:</p> <p>This quiz is worth 10 points and consists of five questions about Topic 6 – Variance Analysis. When completing the quiz, you may use the notes (hardcopy only) you printed from Canvas and filled in while watching the video lectures or during the Zoom sessions. There is a 20-minute time limit to complete the quiz.</p> <p>Self-paced option – do the following three things anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 7 – Process Costing. (2) Watch the three video lectures for Topic 7 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 6:00pm (after the quiz) on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 7 – Process Costing. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>

<p>[8] Thursday Mar 18</p>	<p style="text-align: center;">Topic 8 – Corporate Capital Structure and Topic 9 – Working Capital</p> <p>Self-paced option – complete the following anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 8 - Corporate Capital Structure and Topic 9 - Working Capital. (2) Watch the two video lectures for Topics 8 and 9 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 5:30pm on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 8 - Corporate Capital Structure and Topic 9 - Working Capital. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>
<p>[9] Thursday Mar 25</p>	<p>Exam 2 (Topics 6 through 9). You’ll have 165 minutes to complete the exam. You may begin any time after 5:25pm; you must finish and submit the exam no later than 8:15pm.</p> <ol style="list-style-type: none"> (i) Launch Lockdown Browser. (ii) In <i>Canvas</i>, click Quizzes to access the exam. (iii) In pre-exam Step 7: Environment Check, show both sides of your sheet of paper to your webcam (one side must be blank.)
<p>[10] Thursday April 1</p>	<p style="text-align: center;">Topic 10 – Capital Budgeting and Topic 11 – Corporate Governance</p> <p>Self-paced option – complete the following anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 10 - Capital Budgeting and Topic 11 - Corporate Governance. (2) Watch the two video lectures for Topics 10 and 11 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 5:30pm on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 10 - Capital Budgeting and Topic 11 - Corporate Governance. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>

<p>[11] Thursday April 8</p>	<p style="text-align: center;">Topic 12 – IT Fundamentals</p> <p>Everyone – complete Quiz 4 at 5:30pm on Thursday:</p> <p>This quiz is worth 10 points and consists of five questions about Topic 10 – Capital Budgeting and/or Topic 11 – Corporate Governance. When completing the quiz, you may use the notes (hardcopy only) you printed from Canvas and filled in while watching the video lectures or during the Zoom sessions. There is a 20-minute time limit to complete the quiz.</p> <p>Self-paced option – complete the following anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 12 - IT Fundamentals. (2) Watch the two video lectures for Topic 12 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 6:00pm (after the quiz) on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 12 - IT Fundamentals. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>
<p>[12] Thursday April 15</p>	<p style="text-align: center;">Topic 13 – IT Security</p> <p>Self-paced option – complete the following anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 13 - IT Security. (2) Watch the two video lectures for Topic 13 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 5:30pm on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 13 - IT Security. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>

<p>[13] Thursday April 22</p>	<p style="text-align: center;">Topic 14 – Microeconomics</p> <p>Self-paced option – complete the following anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 14 - Microeconomics. (2) Watch the three video lectures for Topic 14 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 5:30pm on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 14 - Microeconomics. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>
<p>[14] Thursday April 29</p>	<p style="text-align: center;">Topic 15 – Macroeconomics</p> <p>Everyone – complete Quiz 5 at 5:30pm on Thursday:</p> <p>This quiz is worth 10 points and consists of five questions about Topic 14 - Microeconomics. When completing the quiz, you may use the notes (hardcopy only) you printed from Canvas and filled in while watching the video lectures or during the Zoom sessions. There is a 20-minute time limit to complete the quiz.</p> <p>Self-paced option – complete the following anytime this week:</p> <ol style="list-style-type: none"> (1) Download and print the class notes for Topic 15 - Macroeconomics. (2) Watch the video lecture for Topic 15 while following along in the class notes. (3) Complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.) <p>Zoom option – join the Zoom session at 6:00pm (after the quiz) on Thursday.</p> <p>Before joining the Zoom session, download and print the notes for Topic 15 - Macroeconomics. You will highlight and write additional notes on them during the Zoom session, so print them out.</p> <p>After the Zoom session, complete the recommended Gleim assignment (see file named “Gleim Assignments” in Canvas.)</p>

Exam 3 (Topics 10 through 15). Date & time to be announced.