



## COURSE DELIVERY

ECO 2013 is an electronic platform (EP) class. This means the lectures are given live in Heavener Hall, Room 140 and recorded. The recordings are then made available online to all students. To access the lecture videos: 1) login to Canvas at <http://elearning.ufl.edu>, go into the ECO 2013 course site, and click “Video Library” in the left-hand toolbar. Recorded video lectures will be available by 3:00pm on the lecture day.

While the lectures are available for the remainder of the course once they are posted, you are strongly encouraged to stick to the schedule that is laid out in Canvas. Procrastination is the single most common reason that students struggle in this course. All exams will be taken synchronously at the time listed below – if you cannot take the exams at these times, you should discuss this with me or drop the course during the Drop/Add period.

Do not confuse this method of delivery with a truly online class. ECO 2013 blends online and live delivery. Students can watch lectures and complete some tasks online, but there is a set schedule of due dates that will be strictly adhered to. Students must also still sit for live exams on the UF campus if they are not enrolled through UF Online or as a Dual Enrollment high school student (more information on this below). Students enrolled through UF Online or Dual Enrollment must take exams in Canvas while using the Honorlock testing service. See the *Exams* section for more details.

## COURSE COMMUNICATIONS

Announcements concerning the class will typically be made during lecture and by UF email. You are responsible for all information shared through both of these avenues of communication. I will attempt to communicate important information through both of these avenues, but it is assumed that you are watching each lecture in a timely fashion (i.e., within 2 days of it being delivered) and that you are regularly watching your UF email account (i.e., checking it daily).

Most of our one-on-one communication will occur via email. There are two important policies to remember when corresponding with me (or the Teaching Assistants) via email: 1) I promise to return all emails within 48 hours...and bind the TAs to this policy as well. If you do not receive a timely response (i.e., within 48 hours), please attempt to contact me again. 2) Make sure that all emails that you send follow basic rules for professional correspondence. If you are unsure of what constitutes professionalism, feel free to ask...or simply err on the side of caution.

*I will not use the Canvas messaging feature, nor respond to these messages. I archive all email messages, and Canvas does not generate a usable record of our correspondence. Send all electronic correspondence to my UF email: [thomas.knight@ufl.edu](mailto:thomas.knight@ufl.edu)*

## GETTING THE TEXT BOOK AND MyEconLab ACCESS

This course is participating in UF All Access, which is a program designed to ensure all students can gain access to course materials on Day 1 without waiting for financial aid to disburse. These materials will be delivered digitally through a Pearson MyLab product. If you prefer to upgrade to a printed textbook, please visit the University Bookstore located in the Reitz Union. To opt in and get all required materials, please go to <https://www.bsd.ufl.edu/allaccess>.

Once you have “opted in” to purchase a MyEconLab access code, you should be able to access the textbook (Pearson eText) and MyEconLab in the “My Labs and Mastering” tab in the left-hand toolbar of the Canvas course site.

If you are having technical issues with MyEconLab in Google Chrome, first try....

- 1) Clearing your cookies and history in Chrome’s Advanced Settings
- 2) Turning your popup blocker off
- 3) Closing and re-opening Chrome to try again.

## **GRADING POLICY AND SCALE**

Grades are calculated as follows:

<i>Exam 1</i>	<i>20%</i>	<i>Quiz Average</i>	<i>20%</i>
<i>Exam 2</i>	<i>20%</i>	<i>Short Writing Assignments</i>	<i>5% each</i>
<i>Exam 3</i>	<i>20%</i>		

The following scale will be used to determine your final course grade:

<i>92.00-100</i>	<i>A</i>	<i>77.00-79.99</i>	<i>C+</i>
<i>90.00-91.99</i>	<i>A-</i>	<i>72.00-76.99</i>	<i>C</i>
<i>87.00-89.99</i>	<i>B+</i>	<i>70.00-71.99</i>	<i>C-</i>
<i>82.00-86.99</i>	<i>B</i>	<i>62.00-69.99</i>	<i>D</i>
<i>80.00-81.99</i>	<i>B-</i>	<i>0-61.99</i>	<i>E</i>

The scale listed above is firm. Students should assume that 91.99 is followed by an infinite number of nines and is an A-. The rest of the cut-offs follow accordingly. No matter how close you may be to the next higher grade, I cannot change your grade. Although I will gladly review your grade to make sure you are evaluated fairly, I will not round final grades or offer extra credit at the end of the term.

If you would like to contest a quiz, short writing assignment, or exam score that has been posted, you *must* contest this with me via email within one week of the score posting to the Canvas Gradebook. This policy is in place to restrict unprofessional “point grabbing” at the end of the term.

If you believe that your final course grade was impacted by documentable extenuating circumstances, there is a petition process through the Dean of Students Office to address this. I cannot alter the grading procedure or accept replacement work in these instances.

The stated grading policies are consistent with UF grading policies, which can be found at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policy and can be found in the online catalog at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

## **SHORT WRITING ASSIGNMENTS**

You are required to complete four short writing assignments in this course. These assignments are intended to promote critical thinking and to allow you to sharpen your communication skills. There is no required minimum or maximum length, but you should not need more than 250 words. These SWAs must be written in essay form. They will be evaluated by the TAs for correctness and writing quality. A sample SWA and answer is available in the Canvas course site.

When completing the SWAs, make sure to follow these submission guidelines. Failing to follow these instructions will result in a grade of zero.

1. Do not include your name.
2. Submit a PDF file.
3. Name our SWA PDF files SWA1.pdf, SWA2.pdf, SWA3.pdf, and SWA4.pdf.

Always make sure to submit your assignment at least several hours before the due date/time, and do not submit assignments through the Canvas mobile app. Instead, access Canvas from an internet browser. The mobile app does not create a reliable “paper trail” or “receipt” of your submission. You should always confirm that your submission went through by closing your browser, reopening it, and verifying that your file uploaded correctly. I cannot grade your work if your assignment does not properly post in Canvas; you would earn a zero in this instance.

You may discuss the SWAs with your classmates, but your written submission should be your own. Anything more than coincidental similarities will be interpreted as a violation of the UF Honor Code. As a best practice, you should not look at your classmates written submissions.

### **SHORT WRITING ASSIGNMENTS SCHEDULE**

<b><u>SWA</u></b>	<b><u>OPEN DATE AND TIME</u></b>	<b><u>CLOSE DATE AND TIME</u></b>
SWA 1	Tuesday, January 18, 9:00am	Friday, January 21, 11:59pm
SWA 2	Monday, January 31, 9:00am	Friday, February 4, 11:59pm
SWA 3	Monday, February 21, 9:00am	Friday, February 25, 11:59pm
SWA 4	Monday, April 4, 9:00am	Friday, April 8, 11:59pm

### **QUIZZES**

There are 12 short quizzes that are to be completed in the text's online companion, MyEconLab (MEL). The due date and time for each quiz is listed below and in the course schedule section of this syllabus. Each quiz may only be attempted once. Once the quiz due date/time passes, you will be able to review your answers by clicking to the "Results" tab in MyEconLab and print the quiz. At the end of the term, the lowest two quiz scores will be dropped. Each of the 10 remaining scores will be equally weighted to determine your overall quiz average.

<b><u>QUIZ</u></b>	<b><u>OPEN DATE AND TIME</u></b>	<b><u>CLOSE DATE AND TIME</u></b>
Quiz 1	Thursday, January 6, 3:00pm	Monday, January 10, 8:00am
Quiz 2	Thursday, January 13, 3:00pm	Tuesday, January 18, 8:00am
Quiz 3	Thursday, January 20, 3:00pm	Monday, January 24, 8:00am
Quiz 4	Thursday, January 27, 3:00pm	Monday, January 31, 8:00am
Quiz 5	Thursday, February 3, 3:00pm	Monday, February 7, 8:00am
Quiz 6	Thursday, February 17, 3:00pm	Monday, February 21, 8:00am
Quiz 7	Thursday, February 24, 3:00pm	Monday, February 28, 8:00am
Quiz 8	Thursday, March 3, 3:00pm	Monday, March 14, 8:00am
Quiz 9	Thursday, March 17, 3:00pm	Monday, March 21, 8:00am
Quiz 10	Thursday, March 31, 3:00pm	Monday, April 14, 8:00am
Quiz 11	Thursday, April 7, 3:00pm	Monday, April 11, 8:00am
Quiz 12	Thursday, April 14, 3:00pm	Monday, April 18, 8:00am

### **QUIZ MAKE-UP POLICY**

Given the amount of time that each quiz is available, and that you are able to drop your two lowest scores, no extensions or exemptions will be granted. Students assume all the risk associated with local system and network outages. The only time I am likely to grant an extension is when the publisher confirms a system-wide issue. This almost never happens.

With this in mind, I strongly recommend against choosing to skip any of the twelve quizzes. The reason I drop two quizzes is to accommodate any unexpected issues that might arise during the term.

### **EXAMS**

All regularly scheduled exams will be multiple choice, closed book/closed note exams administered in-person on the UF Campus. Specific locations will be announced one week before each exam. Only students in fully online sections (see below) may take online exams in Canvas using the Honor Lock proctoring service. All exams will be taken synchronously (i.e., at the same time) to maintain academic integrity. The date and time of each exam is listed below. Again, all times are based on the Eastern Standard Time zone; adjust accordingly if you are not taking the course from this time zone. If you begin an exam more than 15 minutes late, your score will be invalidated.

Non-programmable, four-function and scientific calculators are allowed; no other calculators are permitted. You may not use a graphing calculator or any device with communications abilities. The use of cell phones or any other programmable device during an exam is not allowed and violating this policy will constitute a violation of the University of Florida Student Honor Code.

You will be allowed to use a *3-inch x 5-inch* index card on each exam. This notecard must be hand-written on an actual index card and made by you. You cannot use a typed index card, nor can you cut paper down to 3x5 inches. I have allowed typed notecards in the past, but many concerns of cheating arose. Any use of a notecard that does not follow the rules stated here will constitute a violation of the University of Florida Student Honor Code.

Each test will be curved to ensure a class average of 74%. If the class average is below 74%, I will add the required number of points to each test to bring up the average grade. I will not subtract points if the class average exceeds 74%.

The Dates and Times for the three exams are:

Exam 1	Monday, February 14	8:20pm
Exam 2	Wednesday, March 23	8:20pm
Exam 3	Monday, April 25	8:00pm

Any unexcused absence from an exam (e.g., because you got the time zone wrong or started the exam more than 15 minutes late) will result in a zero for that exam. If you begin the exam late, you will not be given additional time. If you begin the exam more than 15 minutes late, your score will be invalidated.

**SECTIONS 0346 (12153), 24E5 (12064), and 1F39 (12063) ONLY:**

Students that are enrolled in UF Online or High School Dual Enrollment (Sections 0346, 24E5, and 1F39; Class Numbers 12153, 12064, and 12063) have the opportunity to take their exams online. Traditional on-campus students do not have this option. Online exams are proctored by Honorlock. The Honorlock system should launch automatically when you open the online exam in Canvas. If you run into any issues launching your exam, you should contact Honorlock Support:

<https://honorlock.com/support/>

You must have a strong and reliable internet connection to take online exams using Honorlock. When taking online exams, some general best practices are...

1. Use a hardwired ethernet connection if possible.
2. If you must use WiFi, you should ensure that you have a strong and stable internet connection. As a rule of thumb, if you have trouble streaming videos, you will not be able to take an online exam.
3. If you must use WiFi, ask others to refrain from using the internet during your exam if possible. This will ease the pressure on your network.
4. Public WiFi and Hotspots are not suitable for taking online exams.

**EXAM MAKE-UP POLICY**

There are few valid reasons to miss an exam in this class. Midterm dates and times are announced far enough in advance for students to clear up conflicts without my involvement. When academic or religious conflicts exist or emergencies arise, make-up exams will be provided. Make-up exams are only provided with documentation of an absence that is explicitly excused by the UF Attendance Policy. If conflicts between your personal life and the exam schedule occur, the exam schedule takes priority. Having a purchased costly plane tickets does not constitute a reason for an excused absence.

In the case of known conflicts and all non-emergency illnesses/issues, requests for makeup exams must be made *five business days before* the regularly scheduled test date. Make-up requests may be sent to my email address, [thomas.knight@ufl.edu](mailto:thomas.knight@ufl.edu). If I do not respond in 48 hours, assume that I have not seen your request, and resend it.

Emergencies will be handled on a case-by-case basis. You should expect that you will need to provide documentation of an excused absence before being assigned to a make-up exam. If an exam is missed, and your absence is excused, the make-up exam is not subject to the curving policy described on the previous page. The make-up exam will not be curved.

Any unexcused absence from an exam (e.g., because you thought you were supposed to take an online exam) will result in a zero for that exam.

### **ACADEMIC HONESTY**

You are expected to abide by the University's rules for academic honesty as outlined in the UF Student Honor Code. All suspicious evidence of cheating, plagiarism, making false statements, and any other violation of these rules will be reported to the Dean of Students Office. Additionally, I will advocate for the strictest of available sanctions (inc. dismissal from the University of Florida) for any student who is found responsible for violating these rules.

It is important to note that cheating and plagiarism are not the only forms of academic dishonesty. "Making a false or misleading statement for the purpose of procuring an improper academic advantage" is also a violation of the UF Student Honor Code. This includes making false statements to your instructor and/or presenting forged documents (e.g., doctors' notes). I verify all suspicious claims and documents, for example, by contacting a student's medical provider or by reviewing a student's UF systems connection data.

While collaboration on Short Writing Assignments and MyEconLab quizzes is permitted, any work that you submit for evaluation and grading should be your own. Collaboration on exams is strictly prohibited.

The complete UF Student Honor Code is available at: <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>

### **INTERNET CONNECTIVITY ISSUES**

I only offer make-up assignments or exams when there are known system-wide outages. These are the only outages that I can verify. I cannot verify individual connectivity problems, and thus, cannot accommodate them. This is why I drop your two lowest quiz scores.

You are responsible for verifying that any online assignment submission has properly been submitted through Canvas or MyEconLab. As a best practice, after submitting any assignment, close your browser, reopen Canvas or MyEconLab, and check that your assignment properly appears. As an additional best practice, never submit an assignment through the Canvas mobile app.

### **SPECIAL NEEDS AND GENERAL COMMENTS ON WELLNESS**

If you are a student with special needs and you require additional resources to participate successfully in this course, please contact me during the first week of classes. The Disability Resource Center may provide special accommodations for students. Once you obtain documentation from the DRC, please forward it to me and accommodations can be arranged.

College is an exciting learning experience and a unique opportunity for personal growth. It can, however, also be a stressful and difficult transitional period. If you are ever having general issues with your coursework *in any course* or trouble in your personal life, please seek help from myself or

another faculty member. I also encourage you to utilize the *FREE* and *ANONYMOUS* services of the UF Counseling and Wellness Center.

### **NOTE ON END-OF-TERM COURSE EVALUATIONS**

At the end of each term, you have the ability to evaluate the quality of each of your courses and the effectiveness of your instructors. I encourage you to take this opportunity seriously and to provide serious and informative feedback. Personally, I am always trying to improve my course – tweaking it bit-by-bit each term – and student feedback is essential to making real improvements. As the term nears an end, I will discuss this issue (numerous times) in lecture, as I believe the high quality of your education depends on your constructive criticism and affirming support. You can access end-of-term course evaluations at:

<https://ufl.bluera.com/ufl/>

## COURSE SCHEDULE

### Module 1: Microeconomic Foundations

#### Week 1:

Jan. 6: Introduction & Syllabus  
Quiz 1 (Opens at 3pm)

#### Week 2:

Jan. 11: The Economic Problem  
Jan. 13: The Economic Problem  
Quiz 2 (Opens at 3pm)

#### Week 3:

Jan. 18: Demand and Supply  
Jan. 20: Demand and Supply  
Quiz 3 (Opens at 3pm)

SWA #1 CLOSSES 1/21 at 11:59 PM

### Module 2: Government Policies and the Global Marketplace

#### Week 1:

Jan. 25: Government Actions in Markets  
Jan. 27: Government Actions in Markets  
Quiz 4 (Opens at 3pm)

#### Week 2:

Feb. 1: Global Markets in Action  
Feb. 3: Global Markets in Action  
Quiz 5 (Opens at 3pm)

SWA #2 CLOSSES 2/4 at 11:59 PM

#### Week 3:

Feb. 8: Guest Lecture: Study Abroad and International Internships  
Feb. 10: Exam 1 Review

**EXAM 1: MONDAY, FEBRUARY 14 @ 8:20pm**

### Module 3: Understanding the Macroeconomy

#### Week 1:

Feb. 15: Monitoring the Value of Production: GDP  
Feb. 17: Monitoring the Value of Production: GDP  
Quiz 6 (Opens at 3pm)

#### Week 2:

Feb. 22: Monitoring Jobs and Inflation  
Feb. 24: Monitoring Jobs and Inflation  
Quiz 7 (Opens at 3pm)

SWA #3 CLOSSES 2/25 at 11:59 PM



#### **Module 4: Identifying Short-Run Macroeconomic Relationships**

##### **Week 1:**

**Mar. 1:** Finance, Savings, and Investment and Economic Growth  
**Mar. 3:** Expenditure Multipliers  
Quiz 8 (Opens at 3pm)

##### **Week 2:**

**Mar. 8:** NO CLASS: SPRING BREAK  
**Mar. 10:** NO CLASS: SPRING BREAK

##### **Week 3:**

**Mar. 15:** Expenditure Multipliers  
**Mar. 17:** Aggregate Demand and Aggregate Supply  
Quiz 9 (Opens at 3pm)

**EXAM 2:** WEDNESDAY, MARCH 23 @ 8:20pm

#### **Module 5: The Government and the Macroeconomy**

##### **Week 1:**

**Mar. 22:** Exam 2 Review  
**Mar. 23:** Exam 2 (@ 8:20pm)  
**Mar. 24:** Fiscal Policy

##### **Week 2:**

**Mar. 29:** Fiscal Policy  
**Mar. 31:** Money, the Price Level, and Inflation  
Quiz 10 (Opens at 3pm)

##### **Week 3:**

**Apr. 5:** Monetary Policy  
**Apr. 7:** Monetary Policy  
Quiz 11 (Opens at 3pm)

SWA #4 CLOSSES 4/8 at 11:59 PM

#### **Module 6: The International Macroeconomy**

##### **Week 1:**

**Apr. 12:** Guest Lecture: Career Readiness and Professional Development  
**Apr. 14:** The Exchange Rate and Balance of Payments  
Quiz 12 (Opens at 3pm)

##### **Week 2:**

**Apr. 19:** Exam 3 Review  
**Apr. 21:** NO CLASS: READING DAYS

**EXAM 3:** MONDAY, APRIL 25 8:00pm