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Office Hours

All office hours are via Zoom

M 4-5pm

TH 9-10am

F 130-230pm



## **SUPPLEMENTAL READINGS**

Supplemental readings and other materials will be provided in Canvas system, via the CU Library electronic reserve, direct upload, or links to websites.

## **ONLINE COURSE STRUCTURE**

This course is an asynchronous online course. The format will use a combination of readings, online discussions, videos, and other web-based resources. Asynchronous learning does not require real-time interactions; instead, content is available online for you to access when it best suits your schedule, and assignments are completed prior to the deadlines listed in the schedule. You will interact with the instructor and other students using the communication functions provided by Canvas. You will submit assignments using Canvas, email, or through another online system.

Grade	Percentage Grade	Equivalent Points	Indicates
A	93-100	930 – 1000	Excellent
A-	90-92.99	900 – 929	
B+	87-89.99	870 – 899	
B	83-86.99	830 – 869	Above Average
B-	80-82.99	800 – 829	
C+	77-79.99	770 – 799	
C	73-77.99	730 – 769	Average
C-	70-72.99	700 – 729	
D+	67-69.99	670 – 699	
D	63-67.99	630 – 669	Below Average
D-	60-62.99	600 – 629	
F	0-59	600 or lower	Failure

## ASSIGNMENTS

During the summer we will cover two

You have two attempts at each question on the exercise. Exercises will be submitted through Canvas or MyLab.

**Problem Sets** (275 POINTS) – There will be twelve (12) 25-point problem sets. The format of the problem sets will be multiple choice, calculations, and short answers and will be open book and open notes, but you only have one try per question. Your lowest one (1) problem set is dropped from your final grade calculation. Problem sets will be submitted through Canvas or MyLab.

**Proctored Exams** (350 POINTS) – There will be two (2) exams. The proctored midterm exam is worth 125 points and the proctored cumulative final exam is worth 225 points. The format of the exam will be multiple choice and calculations and will be closed book. The exams are completed on Canvas or MyLab in a proctored setting. The dates of the proctored exams are set and appear in the class schedule. Please make sure that you are available to complete the exams during their scheduled windows.

**This course requires proctored examinations.** Exams are proctored which will require planning on your part. Proctors are individuals who administer the exam process following the guidelines provided by University of Colorado Boulder to ensure academic integrity.

Who can be my proctor?

If you are in Boulder or nearby, you can take your exam:

With me at the Department of Economics. There is no cost for using this proctor. This option is only on selected days during the exam period.

At the University Testing Center on-campus in Boulder, CO. There may be a cost for using the testing center. This option is only available M-F during regular business hours.

With Proctorio or a comparable online proctoring service as determined by your instructor. Online proctoring is a service that uses a webcam and microphone to ensure academic integrity. To use this service, you must have access to a computer with a webcam and a microphone. There is no cost for using this proctor.

If you outside of Boulder, you can take your exam:

At an accredited college or university testing center in your town or nearby. There may be a cost for using this testing center.

With Proctorio or a comparable online proctoring service as determined by your instructor. Online proctoring is a service that uses a webcam and microphone to ensure academic integrity. To use this service, you must have access to a computer with a webcam and a microphone. There is no cost for using this proctor.

Please see Canvas for detailed information about proctoring, including the contact information for the UTC, Proctorio, and a nationwide list of accredited college or university testing centers. If you are in a rural area or on a military base, you may need to be approved to use a person as a proctor and information is provided on Canvas for this approval process.

## EXTRA CREDIT

Up to 40 points of extra credit **may** be available (=4% of the course grade).

- Up to 40 points extra may be available during the semester for completing certain activities, such as

listening and commenting on a podcast, completing special activities, etc. These extra credit opportunities will be determined by the instructor and announced in on Canvas.

## **POLICY ON DUE DATES**

Each module you will complete a series of critical thinking questions that reflect material from the various delivery formats and required readings. It is your responsibility to turn in each assignment on the required date. **Late assignments are not accepted for exams or discussions. Early Module Assignments, In-Video Quizzes, Exercises, and Problem Sets can be turned in up to three days late. The grade penalty is grade will be reduced by 10% for each day late.** The exceptions that may be considered is due to sickness, university excused function, or circumstances beyond the students' control. The instructor reserves the sole right to determine what grounds constitutes a reasonable excuse for missing or submitting a late work assignment







Please know that faculty and graduate instructors have a responsibility to inform OIEC when they are made aware of incidents related to these policies regardless of when or where something occurred. This is to ensure that individuals impacted receive an outreach from OIEC about their options for addressing a concern and the support resources available. To learn more about reporting and support resources for a variety of issues, visit [Don't Ignore It](#).

## RELIGIOUS HOLIDAYS

Campus policy regarding religious observances requires that faculty make every effort to deal reasonably and fairly with all students who, because of religious obligations, have conflicts with scheduled exams, assignments or required attendance. In this class, since it is online and assignments are open for at least a week, there are no extensions given for assignments for which the due dates fall on holidays. However, if a holiday falls during an exam, please reach out to me as soon as possible (and at least 2 weeks prior to the exam) so that we can schedule an alternative time. See the [campus policy regarding religious observances](#) for full details.

## MENTAL HEALTH AND WELLNESS

The University of Colorado Boulder is committed to the well-being of all students. If you are struggling with personal stressors, mental health or substance use concerns that are impacting academic or daily life, please contact [Counseling and Psychiatric Services \(CAPS\)](#) located in C4C or call (303) 492-2277, 24/7.

Free and unlimited telehealth is also available through [Academic Live Care](#). The [Academic Live Care](#) site also provides information about additional wellness services on campus that are available to students.

## TECHNOLOGY REQUIREMENTS AND SUPPORT

What are the basic computer specifications for Canvas?

- Visit the official [Canvas Computer Specifications Page](#) for the latest list of recommended system requirements.

Which browsers does Canvas support?

- Visit the [Supported Browsers Page](#) for the detailed list of internet browsers in Windows, MacOS, iOS and Android.

Skill Requirements

- Students also need to possess basic computer skills, such as:
  - How to use a web browser and word processor
  - How to send and receive email
  - How to locate a file and attach it to an email or upload a file into a course
  - How to copy and paste
  - Must know basic typing skills and keyboard commands
  - Must know basic computer terminology

## TECHNICAL SUPPORT

- Canvas technical support. If you are experiencing issues with Canvas please contact:
  - CU Boulder's Help desk at 303-735-4357 (5-HELP) or [help@colorado.edu](mailto:help@colorado.edu). 5-Help will answer your call: Monday through Friday from 7:30 a.m. to 7:00 p.m., Saturday and Sunday from noon to 6:00 p.m., Closed during [University Holidays](#)
  - On your computer, click the "help" (?) icon on the left side of Canvas, once logged in
  - Within the Canvas App, you can search the Canvas support guides, Report a Problem or chat with Canvas Support 24 hours a day, 7 days a week.
- MyLab tech support:

- o [https://help.pearsoncmg.com/ccng/ccng\\_instr/ccng\\_xmel\\_instr\\_help\\_support\\_bridge.html](https://help.pearsoncmg.com/ccng/ccng_instr/ccng_xmel_instr_help_support_bridge.html) or <https://support.pearson.com/getsupport/s/>

## COURSE WITHDRAWAL POLICY

Any student who wishes to withdraw from the course must submit a request directly to Continuing