



## BMGT 1320

**Division:** Business and Technology

**Department:** Business Management

**Course:** BMGT 1320

**Title:** Applied Business Mathematics

**Catalog Description:**

This course discusses mathematic principles that apply to business situations. The course provides basic math knowledge required to conduct routine business transactions, evaluate business opportunities, and comply with governmental regulations.

**General Education Requirements:** N/A

**Semesters Offered:** Fall, Spring

**Credit/Time Requirement:** Credit: 3; Lecture: 3; Lab: 0

**Clock/Hour Requirements:** 0

**Offered for Non-Credit:** Yes

**Prerequisites:** N/A

**Corequisites:** N/A

**Justification:**

Because mathematics is such an integral part of conducting business, it is important for students to develop the math skills required to successfully conduct business operations. This course provides the foundation for students to begin to understand the math principles applicable to business.

**Student Learning Outcomes:**

Upon successful completion of this course, students will:

- be better prepared to apply the math skills necessary for operating a business.

**Content:**

This course includes:

- problem solving with whole numbers and decimals
- problem solving with fractions and percents
- problem solving with formulas and equations
- summarizing and presenting numerical information using:
  - statistics
  - tables
  - graphs
- bank documents, records and reconciliation
- payroll administration including withholding taxes and reporting

- trade and cash discounts
- markup and markdowns
- simple interest and simple discount
- compound interest, future value, and present value
- annuities and sinking funds
- consumer credit including:
  - installment loans
  - open ended credit
  - mortgages
- insurance
- taxes
- stocks and bonds

### **General Education Outcomes:**

6) Apply computational skills to a variety of contexts.

Students will perform computations throughout this course. The course specifically emphasizes computations required in business.

### **Key Performance Indicators:**

Students understanding of the course material is gauged with the following evaluation instruments and weighting scheme:

- tests: 70%
- homework: 30%.

### **Representative Text and/or Supplies:**

- Cleaves and Hobbs, *Business Math*, current edition, Prentice Hall.

**Optimum Class Size:** 24

**Maximum Class Size:** 32

**Signatures:**

I hereby submit this course syllabus:

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Russ Johnson, MIM, Assistant Professor

I hereby find this course consistent with the goals and resources of the Business Management Department:

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Russ Johnson, MIM, Assistant Professor, Chair

I hereby find this course consistent with the goals and resources of the Business and Technology Division:

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Doug Dyreng, MS, Associate Professor, Dean

I have discussed the need for library resources related to this class with the person submitting the syllabus:

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Lynn Anderson, MLIS, Technical Services Librarian (Main Campus)

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Michelle Olsen, MLS, Campus Librarian (Richfield Campus)