SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title:	BUSINESS MATHEMATICS
Code No.	MTH 109-5
Program:	OFFICE PROCEDURES/RETAIL SALES
Semester:	ONE
Date:	OCTOBER, 1987
Author:	J. GLOWACKI

New: X   Revision:
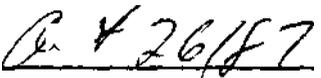
APPROVED: _____   _____
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<u>CALENDAR DESCRIPTION</u>

BUSINESS MATHEMATICS   MTH 109-5

   COURSE NAME   COURSE NUMBER

<u>PHILOSOPHY/GOALS</u> t

The objective of this course is to increase the student's skill in solving practical business arithmetic problems, assisted by the effective use of the calculator. The topics will include a review o basic operations, ratios, percent, mark-up, simple interest, compounding, and periodic payments.

<u>METHOD</u> OF <u>ASSESSMENT</u>:

Periodic tests and daily assignments based on material in course outline will be given during the semester. A final exam and a make-up test will be at the discretion of the instructor.

The final mark will be based on four unit tests, each representing 25% of the final mark.

Grading: A+ = 90-100%
               A   = 80-89%
               B   = 65-79%
               C   = 55-64%
               I   = 45-54%
               R   = 0-44%
A passing grade will be based on a minimum grading of 55%.

<u>TEXTBOOK</u>:

College Business Mathematics - H. Hugh Harper, McGraw-Hill Ryerson.

TOPIC NO.	PERIODS	TOPIC DESCRIPTION	REFERENCES

Arithmetic Operations   pp. 1-16
- fundamental operations
- fractions
- exponents

Equations   pp. 17-33
- solving equations
- formula manipulations
- calculator operations
- estimating

Ratio, Proportion, Percent   pp. 34-59
- ratios
- proportions
- applications of proportion
- percent problems

Applications of Percent   pp. 60-78
- mark-up   88-91
- markdown
- discounts
- commissions
- taxes

Simple Interest   pp. 92-126
- formula
- present value
- equations of value
- partial payments
- revolving credit

Simple Discount   pp. 127-139
- using interest rate
- using discount rate
- equating rates
- promissary notes

Compound Interest   pp. 140-163
- Basic Formula
- present value
- effective rate
- fractional periods
- equations of value
- solving for interest, rate and time

TOPIC NO.   PERIODS   TOPIC DESCRIPTION   REFERENCES

Periodic Payments   pp, 164-170
- end of period payments   198-199
- finding periodic payments
- beginning of period payments