



## Department of Economics Course Outline

		<b>Term:</b>	Fall 2013
<b>Course:</b>	Economics 311 [Computer Applications in Economics]	<b>Section:</b>	01
<b>Time:</b>	MWF 09:00 – 09:50	<b>Place:</b>	SS 020
<b>Instructor:</b>	Marian Miles		
<b>Office:</b>	SS 447	<b>Telephone:</b>	403 -220-6550
<b>Office Hours:</b>	W 14:00 – 14:50 or by appointment	<b>E-mail:</b>	<a href="mailto:mamiles@ucalgary.ca">mamiles@ucalgary.ca</a>

**Textbook(s):** *New Perspectives Microsoft Office Excel 2010, Comprehensive*, by Parsons, et al, Nelson Publisher, ISBN 0538742917. **[Optional]**

**Book(s) on Reserve: None**

### Course Outline:

The main goal of this blended learning course is to provide proficiency in practical applications of economics using computers. Students will learn about the elementary and advanced features of spreadsheets using Excel, and using the economic databases to find economic data. Examples will be drawn from Engineering Economics and Financial Economics.

The following topics will be discussed in the course:

1. Introduction to Spreadsheets with Graphs and Charts
2. Graphing and Summarizing data using Excel.
3. Basic Concepts of Financial Economics
  - Interest Rates
  - Mortgage Loans
  - Present Worth Analysis
4. Project Evaluation
  - Cash Flow Analysis
  - Sensitivity Analysis
5. Downloading economic data from CANSIM II, OECD, and other web sources and importing it into Excel.
6. Database Management Applications
  - Database Tools
  - Statistical Functions
  - Statistical Functions for Databases
  - Pivot Tables (if time permits)

**Grade Determination and Final Examination Details:**

Midterm Examinations	2	<b>40%</b>
Assignments	5	<b>20%</b>
Final Examination	1	<b>40%</b>

Tests and final exams are marked on a numerical (percentage) basis. The course grade is then calculated using the weights indicated above, and then converted to letter grades.. As a guide to determining standing, these letter grade equivalences will generally apply:

A+	95 – 100	B	73 - 76	C-	60 - 62
A	85 - 94	B-	70 - 72	D+	56 - 59
A-	80 - 84	C+	67 - 69	D	50 - 55
B+	77 - 79	C	63 - 66	F	0 - 49

The format and due dates of the assignments and midterms will be discussed during the first week of classes. Late assignments will not be accepted.

A passing grade on any particular component of the course is not required for a student to pass the course as a whole.

The midterms and final exam will be computer based. **No** calculators, cellphones, tablets or laptops are allowed in any midterm or final exam. There will not be any multiple choice questions on any exam.

NO deferred midterms will be given. In case of documented illness or family emergency, the extra weight will be shifted to the final examination. The Instructor should be *notified in advance* if a student will be unable to write a midterm. In any case, documentation must be provided as soon as possible (within a day or so of the missed midterm).

There will be a Registrar scheduled final examination, lasting 2 hours. The final exam will be computer based; and, will be held in a computer lab. The FULL COURSE will be covered.

All students must comply with the regulations published in the University Calendar concerning “Intellectual Honesty,” “Examinations,” etc.

Students’ Union Vice-President Academic:

Emily Macphail

Phone: 403-220-3911

E-mail [suypaca@ucalgary.ca](mailto:suypaca@ucalgary.ca)

Students’ Union Faculty Representative (Arts)

Phone: 403-220-3913 Office: MSC 251

E-mail [arts1@su.ucalgary.ca](mailto:arts1@su.ucalgary.ca), [arts2@su.ucalgary.ca](mailto:arts2@su.ucalgary.ca), [arts3@su.ucalgary.ca](mailto:arts3@su.ucalgary.ca), [arts4@su.ucalgary.ca](mailto:arts4@su.ucalgary.ca)

Society of Undergraduates in Economics (S.U.E.):

[www.ucalgary.ca/sue](http://www.ucalgary.ca/sue)

Society of Undergraduates in Economics is a student run organization whose main purpose is to assist undergraduate economics students succeed both academically and socially at the University of Calgary. Services include access to the exam bank, career partnerships with the Career Centre through hosting industry nights and information sessions, recognizing achievements in teaching, and organizing social events for members. They invite you to join by contacting [sue@ucalgary.ca](mailto:sue@ucalgary.ca).

*Faculty of Arts Program Advising and Student Information Resources*

- Have a question, but not sure where to start? The Faculty of Arts Program Information Centre (PIC) is your information resource for everything in Arts! Drop in at SS102, call them at 403-220-3580 or email them at [artsads@ucalgary.ca](mailto:artsads@ucalgary.ca). You can also visit the Faculty of Arts website at <http://arts.ucalgary.ca/undergraduate> which has detailed information on common academic concerns.
- For program planning and advice, contact the Student Success Centre (formerly the Undergraduate programs Office) at 403-220-5881 or visit them on the 3<sup>rd</sup> Floor of the Taylor Family Digital Library.
- For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at 403-210-ROCK [7625] or visit them in the MacKimmie Library Block.
- Online writing resources are available at <http://ucalgary.ca/ssc/writing-support/online-writing-resources>

Notes:

- It is the student's responsibility to request academic accommodations. If you are a student with a documented disability who may require academic accommodation and have not registered with the Disability Resource Centre, please contact their office at 403-220-8237. Students who have not registered with the Disability Resource Centre are not eligible for formal academic accommodation. You are also required to discuss your needs with your instructor no later than fourteen (14) days after the start of this course.
- Students seeking reappraisal of a piece of graded term work should discuss their work with the instructor *within fifteen days* of work being returned to class.
- Midterm tests and the final examination will only be given on the indicated dates and times, not before.
- Please note that the following types of emails will receive no response: emails not addressed to anyone in particular; emails where the recipient's name is not spelled correctly; anonymous emails; emails which do not specify the course and section in which you are registered; and, emails involving questions that are specifically addressed on the course outline or course timeline.

Safewalk / Campus Security: 403-220-5333  
Emergency Assembly Point: Professional Faculties Food Court

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