

## Economics 311 (L01) (Computer Applications in Economics)

Instructor:	Marian Miles	Lecture Location:	SS 020
Phone:	403-220-7893	Lecture Days/Time:	MWF 10:00 – 10:50
Email:	mamiles@ucalgary.ca		
Office:	SS 350		
Office Hours:	T 09:45 – 10:45	Winter 2015	

---

**Textbook(s):** *New Perspectives Microsoft Office Excel 2013, Comprehensive*, by Parsons, et al, Nelson Publisher. **[Optional]**

**Book(s) on Reserve:** *New Perspectives Microsoft Office Excel 2013, Comprehensive*, by Parsons, et al, Nelson Publisher..

**Desire2Learn:** This course will make use of the Desire2Learn (D2L) platform. Students who are registered in the course can log on at <http://d2l.ucalgary.ca> using or through their student centre. Please note that D2L features a class e-mail list that may be used to distribute course-related information. The default is your University of Calgary e-mail address.

**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:**

5 assignments (best 4 counted)	20%
2 Midterm Examinations, (March 2 <sup>nd</sup> & 30 <sup>th</sup> , in class)	40%
Final Exam (Scheduled by the Registrar)	40%

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

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

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.

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.

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.

**Notes:**

- Students seeking reappraisal of a piece of graded term work (term paper, essay, etc.) should discuss their work with the Instructor *within fifteen days* of the work being returned to the class.
- 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 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 who are unable to write the midterm because of an illness, family emergency or religious observance will have the midterm weight shifted to the final examination. Documentation **MUST** be provided. Students should be aware that no “make-up” midterms will be given.

- All students must comply with the regulations published in the University Calendar concerning “Intellectual Honesty,” “Examinations,” etc.
- 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 in which the sender has not identified which course and section he/she is taking; and, emails involving questions that are specifically addressed on the course outline.
- The use of cell phones for any purpose in class is prohibited. The classroom is a no cell phone zone. Laptops and tablets may only be used for note-taking purposes.

Students’ Union Vice-President Academic:

Hana Kadri

Phone: 403-220-3911

E-mail [suvpaca@ucalgary.ca](mailto:suvpaca@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 Arts Students’ Centre 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, including program planning and advice.
- 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://www.ucalgary.ca/ssc/resources/writing-support>

Safewalk/Campus Security: 403 220 5333

Emergency Assembly Point: Professional Faculties - Food Court