

Course Information

Distance Learning Course: BUS 121.41P Business Math

Course format: Teleclass/Hybrid

Textbook: Practical Business Math Procedures

Course Prerequisites/ Corequisites: BUS 115

| Instructor Information | |
|-------------------------------|--|
| Name | William Hatchett |
| Office phone number | 336-599-1181, ext. 2225 |
| E-mail address | William.hatchett@piedmontcc.edu |
| Office location | C107 |
| Office hours | TBA |

| Types of Required Assignments | Frequency of Assignment |
|--------------------------------------|--------------------------------|
| Class Labs | 0 |
| Discussion Forums | 4 |
| Projects | 1 |
| Tests/Exams | 12 |
| Quizzes | 0 |
| Journal Entries | 12 |
| Writing Assignments | 2 |
| Other | 0 |

| Course Policies and Requirements | Hours |
|---|---------------|
| Average number of hours per week to be successful in a 12 to 16 week course | 8 |
| Average number of hours per week to be successful in a 8 week course | |
| Number of proctored exams required in this course | 0 |
| Number of times a student will need to travel to campus | Once per week |

Additional attendance requirements:

Policy on make-up exams and/or late assignments for this course: Students may be granted make up exams or assignments if there are legitimate extenuating circumstances.

| Software/Technical Requirements | |
|---|----|
| Do assignments require the use of supplements bundled with the text book? | No |
| Is additional software required? | No |

Additional comments: