# TMGT 597 Special Topics: Break – Even and Cost Analysis for Technology Managers

# COURSE SYLLABUS: Summer 1- 2022

**Instructor:** Burchan Aydin, Ph.D.

**Office Location:** AG/IT 213-B (*Engineering and Technology Building 2nd floor*)
**Office Hours:** Available upon Request online

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**Preferred Form of Communication: e-mail**

# COURSE INFORMATION

**Course Schedule***:* Online from **June 6 to July 7**
**Course Location***:* Online

## Materials – Textbooks

*Textbook Required*
**No textbook requirement**

*Software Required*
MS. Excel or google sheets (free)

*The syllabus/schedule are subject to change.*

## Course Description

Study of economic analysis for technology investment management. Emphasis on use of break-even analysis and cost analysis to develop decision models for technology investments.

## Student Learning Outcomes

Upon satisfactory completion of the course, the student shall be able to;
- Evaluate various investment alternatives from an economic standpoint
- Conduct break – even analysis
- Conduct cost analysis
- Utilize Excel spreadsheets to make economic decisions
- Create choice models based on costs

# COURSE REQUIREMENTS

This course is completely online.   This course consists of a series of:

- Weekly Assignments and a final exam

**Point Distribution**

| Assessment Type | % | Max Points |
|---|---|---|
| Assignment 1 | 20 | 100 |
| Assignment 2 | 20 | 100 |
| Assignment 3 | 20 | 100 |
| Assignment 4 | 20 | 100 |
| Final Exam | 20 | 100 |
| **Total** | **100 %** | |

Based on the points received, the grades will be determined according to the criteria below.

**Grade Criteria**

| Point | | A | B | C | D | F |
|---|---|---|---|---|---|---|
| | Percentages | 100 - 90 | 89 - 80 | 79 - 70 | 69 - 60 | 59 – 0 |

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## Brief Explanation of Course Assessments

- Weekly materials will be made available Tuesday mornings at 7:00 am.
- All assignments are due Mondays at 11:59 pm.
- A penalty of 20% PER DAY will be assessed on late assignments. After the grace period of 1 week, ZERO credit towards a final grade.
- Assignments will have hand-written and Excel sections.

# COURSE OUTLINE / CALENDAR

| Week # | Starting Day | Topics | Assessment(s) |
|---|---|---|---|
| 1 | June 6 Monday | • Introduction to Course and<br>• Cost Types | Introduce Yourself and **Assignment 1** Due Monday, June 13th, 11:59 pm |
| 2 | June 14 Tuesday | • Break- Even Analysis<br>• Finding the break – even units | **Assignment 2** Due Monday, June 20th, 11:59 pm |
| 3 | June 21 Tuesday | • Using Excel for Break-even Analysis | **Assignment 3** Due Monday, June 27th 11:59 pm |
| 4 | June 28 Tuesday | • Cost Analysis and Decision Models | **Assignment 4** Due Monday, July 4th 11:59 pm **Final Exam** due Wednesday July 7, 11:59 pm |

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# TECHNOLOGY REQUIREMENTS

## Browser support

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

## Desktop Support

| Browser | Supported Browser Version(s) | Maintenance Browser Version(s) |
|---|---|---|
| Microsoft® Edge | Latest | N/A |
| Microsoft® Internet Explorer® | N/A | 11 |

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| Browser | Supported Browser Version(s) | Maintenance Browser Version(s) |
|---|---|---|
| Mozilla® Firefox® | Latest, ESR | N/A |
| Google® Chrome™ | Latest | N/A |
| Apple® Safari® | Latest | N/A |

## Tablet and Mobile Support

| Device | Operating System | Browser | Supported Browser Version(s) |
|---|---|---|---|
| Android™ | Android 4.4+ | Chrome | Latest |
| Apple | iOS® | Safari, Chrome | The current major version of iOS (the latest minor or **point** release of that major version) and the previous major version of iOS (the latest minor or **point** release of that major version). For example, as of June 7, 2017, D2Lsupports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version. Chrome: Latest version for the iOS browser. |
| Windows | Windows 10 | Edge, Chrome, Firefox | Latest of all browsers, and Firefox ESR. |

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - o 512 MB of RAM, 1 GB or more preferred
  - o Broadband connection required courses are heavily video intensive
  - o Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

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- **For YouSeeU Sync Meeting sessions _8 Mbps_ is required.** Additional system requirements found here: https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements

- You must have a:
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
  - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.

- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: JAVA web site http://www.java.com/en/download/manual.jsp

- Current anti-virus software must be installed and kept up to date.


Running the browser check will ensure your internet browser is supported.
    Pop-ups are allowed.
    JavaScript is enabled.
    Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - Adobe Reader   https://get.adobe.com/reader/
  - Adobe Flash Player _(version 17 or later)_ https://get.adobe.com/flashplayer/
  - Adobe Shockwave Player   https://get.adobe.com/shockwave/
  - Apple Quick Time   http://www.apple.com/quicktime/download/

- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.


# ACCESS AND NAVIGATION


You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

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**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

# COMMUNICATION AND SUPPORT

## Brightspace Support

### *Need Help?*

### Student Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words "click here" to submit an issue via email.



### System Maintenance

D2L runs monthly updates during the last week of the month, usually on Wednesday. The system should remain up during this time unless otherwise specified in an announcement. You may experience minimal impacts to performance and/or look and feel of the environment.

## Interaction with Instructor Statement

The instructor will response to your questions on D2L tools within 24 hours. For urgent questions, and for questions that are not answered within 24 hours, please prefer e-mail correspondence.

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# COURSE AND UNIVERSITY PROCEDURES/POLICIES

## Course Specific Procedures/Policies

- All assignments have to be submitted under the designated dropbox at the D2L website. No e-mail submissions for assignments will be accepted.
- Do not forget to title the documents as: yourfirstname_your lastname_assignment number
- Weekly materials will be made available Tuesday mornings at 7:00 am.
- All assignments are due Mondays at 11:59 pm.
- A penalty of 20% PER DAY will be assessed on late assignments. After the grace period of 1 week, ZERO credit towards a final grade.
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## Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

## *University Specific Procedures*

## Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.
http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: Netiquette http://www.albion.com/netiquette/corerules.html

## TAMUC Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

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## Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Graduate Student Academic Dishonesty 13.99.99.R0.10

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf

## *ADA Statement*

### Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### Office of Student Disability Resources and Services

Texas A&M University-Commerce
Gee Library- Room 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu

Website: Office of Student Disability Resources and Services

http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

### Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

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## *Campus Concealed Carry Statement*

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

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