

CLASS LOCATION	Joyce Building, Room 126 UNIVERSITY OF THE INCARNATE WORD, MAIN CAMPUS
CLASS TIME	MW 7:30—8:45am
COURSE INSTRUCTOR	CATHRYN M. STUDAK, Ph.D.
OFFICE HOURS	MTWR: 9am—12noon Available by appointment; verify by email.
OFFICE PHONE	210.832.2115
OFFICE LOCATION	Joyce Building, Room 217
EMAIL	studak@uiwtx.edu

COURSE DESCRIPTION

A study of the roles and responsibilities of fashion merchandising buyers. Emphasis on retail buying functions, including developing merchandise plans, selecting products, negotiating terms, and monitoring performance.

COURSE OVERVIEW

- Prerequisite Successful completion of FMGT 3355 with a grade of C or higher
- Student Level Undergraduate
- Degree Plan BA: Fashion Management, Merchandising Concentration
Part of the merchandising concentration core requirement toward degree completion
- Catalog Years 2011—2013; 2013—2015; 2015—2017
- May repeat for credit? No
- Purpose The purpose of FMGT 3383 is to apply merchandising formulas used to monitor & plan fashion businesses as conducted in a corporate retail buying office. This course continues work begun in FMGT 3355.
- Technology Software: Microsoft Office Suite
Internet Access: Websites for Corporations
- Topics Refer to section titled, *Course Outcomes & Assessments*
- Lecture Materials/Homework Posted on Blackboard
- Course Supplies Students will be required to furnish the following items for use in the classroom and for use in class assignments and exams:
 - Binder for lecture handouts and class assignments
 - External Drive
 - Appropriate paper stock for assignments
 - Calculator (same as provided in FMGT 3355)

REQUIRED TEXT

Textbook #1

Title	Merchandising Mathematics for Retailing, 5th Ed.
Authors	Easterling, C.R., Flottman, E., Jernigan, M.H., and Wuest, B.E.
Publish Year	2013
Publisher	Pearson/Prentice-Hall

Textbook #2

Title	Human Resource Management, 14th ed.
Authors	Mondy, W.; Martocchio, J.
Publish Year	2016
Publisher	Pearson

COURSE CONTENT

Lecture presentations and project handouts will be furnished on Blackboard. It is the student’s responsibility to access the information. The Course Calendar will provide dates for lectures, projects, and exams. It is the student’s responsibility to monitor their individual grades and course progress. All ungraded and graded homework will be reviewed during scheduled class times. If a student needs to discuss class performance, please contact the instructor as soon as possible via email or phone message to set-up an appointment.

COURSE CALENDAR

The course calendar is located in a file titled, **SPRING 2016, FMGT 3383 COURSE CALENDAR AND AT THE END OF THIS DOCUMENT**. Please note: the course calendar may be subject to change due to the needs of the class or unforeseen circumstances.

COURSE OUTCOMES & ASSESSMENTS

<p style="text-align: center;">OUTCOMES</p> <p>At the completion of FMGT3383 students should be able to:</p>	<p style="text-align: center;">ASSESSMENT TOOLS</p>
<p>Develop a six month plan (basic planning worksheet) used to project, analyze, and track sales performance in relation to product classifications and related sub-classifications.</p>	<p><u>Lectures are accompanied by ungraded & graded homework</u></p> <ul style="list-style-type: none"> • Chap 8: Dollar Merchandise Plan • Chap 9: Open-to-Buy & Assortment Planning • Chap 6: Retail Pricing for a Profit: <ul style="list-style-type: none"> ○ Tracking Promotional Sales • Chap 5: Merchandising as a Markup Tool (review) <p><u>Assessment Tools</u></p> <ul style="list-style-type: none"> • Unit Exams • Graded Homework Assignments
<p>Understand how inventory methods monitor stock levels.</p>	<p><u>Lectures are accompanied by ungraded & graded homework</u></p> <ul style="list-style-type: none"> • Chap 6: Retail Pricing for a Profit: <ul style="list-style-type: none"> ○ Markdowns • Chap 5: Merchandising as a Markup Tool <ul style="list-style-type: none"> ○ Maintained Markup ○ Cumulative Markup • Chap 7: Inventory Valuation <p><u>Assessment Tools</u></p> <ul style="list-style-type: none"> • Unit Exams • Graded Homework Assignments
<p>Understand how invoices and purchase orders are Contractual obligations between a retailer and a manufacturer in regard to legal terminology, payment methods, and transportation methods</p>	<p><u>Lectures are accompanied by ungraded & graded homework</u></p> <ul style="list-style-type: none"> • Chap 4: Cost of Merchandise Sold <ul style="list-style-type: none"> ○ Components of Invoices <ul style="list-style-type: none"> ▪ Legal Obligations ▪ Payment Methods ▪ Transportation Methods • Chap 5: Merchandising as a Markup Tool <ul style="list-style-type: none"> ○ Purchase Orders <p><u>Assessment Tools</u></p> <ul style="list-style-type: none"> • Unit Exams • Graded Homework Assignments

DISABILITY ACCOMODATIONS

The University of the Incarnate Word is committed to providing a supportive, challenging, diverse and integrated environment for all students. In accordance with Section 504 of the Rehabilitation Act – Subpart E and Title III of the Americans with Disabilities Act (ADA), the University ensures accessibility to its programs, services and activities for qualified students with documented disabilities.

For more information, contact the Student Disability Services Office:

Location Administration Building – Room 105

Phone (210) 829-3997

Fax (210) 829-6078

www.uiw.edu/sds

UIW ACADEMIC INTEGRITY POLICY

The University of the Incarnate Word is strongly committed to the nurturing of academic excellence. The university expects its students to pursue and maintain truth, honesty and personal integrity in their academic work. Academic dishonesty, in any form, constitutes a serious threat to the freedoms, which define an academic community. The following definitions and guidelines have therefore been established to secure the maintenance of academic integrity at Incarnate Word.

Forms of Academic Dishonesty include, but are not limited to:

1. Cheating Fraudulent or deceitful work on tests, examinations, or other class or laboratory work.
2. Plagiarism Appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.
3. Counterfeit Work Including turning in, as one's own work, that which was created, researched or produced by someone else.
4. Falsification of Academic Records Knowingly and improperly changing grades on transcripts, grade sheets, electronic datasheets, class reports, projects or other academically related documents.
5. Unauthorized Reuse of Work The turning in of the same work to more than one class without consent of the instructor involved constitutes academic dishonesty.
6. Theft Unauthorized use or circulation of tests or answer sheets specifically prepared for a given course and as yet not used or publicly released by the instructor of a course, or theft of completed tests.
7. Collusion - Involvement in Collusion Unauthorized collaboration with another to violate a provision of the Code of Academic Integrity.
8. Facilitating Academic Dishonesty Intentionally or knowingly helping or attempting to help another to violate a provision of the Academic Integrity Policy of the University.

Instructors who are concerned that some form of academic dishonesty has occurred shall confront the student directly and may take the matter to the Dean of their college/school. Any member of the student body or staff of the University of the Incarnate Word who is concerned that a student has engaged in some form of Academic dishonesty should report the incident to the Dean of the college/school which oversees the course in question. The Dean will then convene the college/school's Academic Honor Board and initiate the process of investigation outlined in II.B.

FASHION MANAGEMENT'S DEPARTMENTAL CODE OF CONDUCT

The Code of Conduct was established to ensure a positive learning environment for all fashion courses. The learning environment is enhanced when both students and faculty practice the following:

- Turn off cell phones and pagers before entering class.
- Arrive on time for all classes to prevent unnecessary disruptions.
- If must arrive/leave early, given excused absence parameters, sit close to a classroom exit to reduce disruption.
- Remove personal trash and wipe desk areas clean once class has ended.
- If bring in food or beverages into the classroom (there are some classes where food/drinks will be forbidden) be sure to be as disruptive as possible.

Computer Lab Policies

- No food or beverages are allowed in the computer labs.
- Cell phones & pagers must be turned off and stored away.
- Do not touch computer monitor screens.
- Log on/off following protocol established by course instructor or software needs.

ATTENDANCE POLICIES

Poor attendance will impact the overall course grade earned.

Poor attendance will also negatively impact classroom performance through lowered scores on graded homework assignments and exam performance.

FASHION DEPARTMENT ATTENDANCE POLICIES

Attendance and in-class participation is mandatory.

Documentation for class attendance

- Students must sign the roll sheet at the beginning of each class period. Time restrictions are enforced for tardiness.
- Failure to sign the attendance sheet will result in an unexcused absence.
- Points will not be awarded for attendance. However, points will be lost for unexcused absences.
- For the entire semester, students are allowed two unexcused absence (equivalent of 1 week of class) without negative impact on the final course grade.
- For each additional unexcused absence, 5% of total points earned will be deducted before the final course grade is determined.

Example: A student had a total of 5 unexcused absences—3 more than allowed per departmental policy.

Total points earned (including final exam points) = 1,000.

Calculation of lost points for 3 unexcused absences:

$$3 \times 5\% = 15\%.$$

$$1,000 \times 15\% = 150 \text{ points.}$$

$$1,000 - 150 = 850 \text{ points.}$$

The final course grade will be based on 850 points.

FASHION DEPARTMENT ATTENDANCE POLICIES, Conti.

EXCUSED ABSENCES

An excused absence is defined by at least one of the following reasons:

- Personal Illness—must be verified by a doctor's note.
- Family emergency such caregiver responsibilities, hospital emergencies, death in family, etc. Formal documentation will be required upon return to class relative to the emergency.
- Religious observance
- University sponsored events
- The student is participating in a field trip as part of course requirements for any UIW course
- The student is representing UIW through sanctioned sports events, contests, or other professional organizations

Excused absence documentation

- Notify course instructor as soon as possible via email or phone call. Maintain contact with course instructor if the excused absence becomes greater than one week.
- Turn in appropriate documentation within 2 class sessions upon return if the course meets twice per week. (This is the equivalent of 1 week).
- Students are allowed to complete and turn in assignments or exams due to an excused absence. Scheduling of due dates for missed work will be based on circumstances.

UNEXCUSED ABSENCES

Reasons that will not be accepted for make-up exams, project due dates, or missing class:

- Sorority events
- Overslept
- Couldn't get a ride to class.
- Couldn't find a parking space (if there is no documentation from UIW's Construction Updates notification system)
- Conflict with another course's exam or project due date.
- Work schedule: will not accept the "boss" called you in to cover for someone else during scheduled class hours; or that you were scheduled to work.
- Break-up with "significant other."
- **Valentine's Day; Spring Break; Easter holiday travel plans will not be accepted as excused absences.**

Definition of Tardy

A tardy is defined as a student who misses 10 minutes of class, whether at the beginning, the middle, or at the end of scheduled class time. A tardy may be excused by the course instructor if the reason is the same as an excused absence.

- Impact of Tardy Performance: Three (3) unexcused tardies = One (1) unexcused absence.

COURSE INSTRUCTOR ATTENDANCE POLICY

Students will be required to sign off on a statement concerning the attendance policy on Wednesday, January 13. This statement is an acknowledgement the student understands the attendance policy to be implemented for FMGT 3383. The sign-off will be kept on file in the course instructor's office.

COURSE INSTRUCTOR GRADE POLICY

Students will be required to sign off on a statement concerning the grading policy on Wednesday, January 13, 2016. This statement is an acknowledgement the student understands the attendance policy to be implemented for FMGT 3383. The sign-off will be kept on file in the course instructor's office.

COURSE EVALUATION METHODS

1. **Unit Exams:** Two (2) unit exams are scheduled during the semester.
 - Unit exams can be rescheduled only due to absences. No other reasons for rescheduling will be accepted.
2. **Comprehensive Final:** **The comprehensive final (in-class) is scheduled during Finals Week.**
3. **Graded Assignments & Exams**
 - **All graded work must be turned in at the beginning of class, no later than 7:40am.**
 - Will accept assignments earlier than scheduled date and time. Graded homework & exams will not be accepted after the time deadline for all scheduled dates; unless the absence is evaluated as a "formal" absence with documentation—see section titled "Attendance."
 - **7:41am or later, assignments will not be accepted for grading.**
 - Turn in a *photo copy* of homework—original paperwork will not be graded—not-negotiable. Keep the original to make corrections as the problems are reviewed in class.
 - *Reason for photo copy: if the assignment is done in pencil the copy machine does not pick up erasure marks, etc. It is simply a cleaner copy to read.*
 - For all graded assignments, directions will be given to include how much work; formulas must be written with the correct answer. In other words, answers sheets are not allowed unless developed by the course instructor.
 - **Graded assignments and exams are based on correct answers.** For complicated problems that require multiple steps before solve for the final answer, partial credit will be awarded.
 - All work must be legible for the course instructor. You may be able to read your own writing, but often times the course instructor cannot. If the instructor must guess at the number written, the answer will be marked as wrong.
 - Be sure to proof-read your copied homework before it is turned in. Make sure all of the work is *readable*.
 - THE EXCUSE, "THE COPIER IS BROKEN" WILL NOT BE ACCEPTED. COPIES OF ALL ASSIGNED WORK MUST BE READABLE. WILL NOT ALLOW HANDWRITTEN CORRECTIONS. FIND A COPIER THAT WORKS. OR, CREATE YOUR OWN PDF FILES AND MAKE A COPY FOR INSTRUCTOR.
4. **Non-graded Assignments**
 - These assignments will have the prefix "EX" with both a Chapter number and an "exercise" number.
 - Example: EX 8.1: Permanent Markdowns.
 - Use the answer section of the textbook, pp. 291—308 to verify if calculated the correct answer.
 - The purpose of the exercise homework assignments is for students to practice the concepts and formulas presented in class without the worry.
 - All exercise problems will be presented in class, dependent on class need, to review how each problem was solved.

5. GRADE DISCUSSIONS

All graded work will be reviewed in class. Any concerns over grade points earned must be discussed within one week of a grade's posting. Otherwise, the grade will "stand" and no further discussion will be allowed.

FINAL GRADE DISTRIBUTION

HOW EACH GRADE IMPACTS TOTAL POINTS EARNED	Points	%
Unit 1: Pricing Strategies		
Graded Homework	150	14.3
Unit Exam	150	14.3
<i>subtotal</i>	----- 300	----- 28.6
Unit 2: Six Month Plan		
Graded Homework	100	9.5
Graded Homework	125	11.9
Unit Exam	150	14.3
<i>subtotal</i>	----- 375	----- 35.7
Unit 3: Inventory Valuation, Invoices, & Final Exam Review		
Graded Homework	125	11.9
Comprehensive Exam	250	23.8
Total Points	1,050	

Final Course Grade	Percentile Range	Point Range	
A	92.5—100.0	971—1050	Passed course and met degree requirements if earned the final course grade A, A-, B+, B, B-, C+ or C
A-	89.5—92.4	940—970	
B+	86.5—89.4	908—939	
B	82.5—86.4	866—907	
B-	79.5—82.4	835—865	
C+	76.5—79.4	803—834	
C	69.5—76.4	730—802	
D+	66.5—72.4	698—729	If earn as a final course grade D+, D, D-, or F MUST REPEAT CLASS
D	62.5—66.4	656—697	
D-	59.5—62.4	625—655	
F	0—59.4	0—624	

IN THE FILE TITLED, FMGT 3383 COURSE CALENAR, A TRACK YOUR SCORES CHART IS PROVIDED FOR STUDENTS TO CONDUCT THEIR OWN COURSE PERFORMANCE ANALYSIS.

UIW SMOKING POLICY

<u>Effective Date</u>	JAN 2013
<u>General Policy</u>	Smoking is not permitted within buildings and outdoor sports facilities on the University campus. Smoking is prohibited within 20 feet of buildings. The Executive Council may designate areas for either smoking or non-smoking that are exceptions to the General Policy.
<u>University Owned or Leased Vehicles</u>	Smoking is not permitted in University owned or leased vehicles.
<u>High Schools and Other Sites</u>	Smoking is prohibited on the campuses of the Incarnate Word High School and St. Anthony Catholic High School.
<u>Applicability</u>	The policy applies to all persons on the University campuses, including students, employees, visitors and contractors.
<u>Designated Smoking or Non-smoking Areas</u>	Smoking or non-smoking areas may be designated that are excluded from the General Policy. A request for a designated smoking/non-smoking area may be submitted to the Director of Facilities and will be subject to approval by the Executive Council. Considerations for a designated smoking/non-smoking area will be distance from entrances, air intakes, air conditioning units, operable windows and concentrations of people. Designated smoking/non-smoking areas will be marked by signage placed by the Department of Facilities Management.
<u>Enforcement</u>	Persons in violation of the Smoking Policy should be asked to refrain from smoking. Persons in violation may be reported to Campus Police. Employee violators may be subject to the disciplinary process; student violators to the student disciplinary process; and visitors in violation may be required to leave the campus as instructed by Campus Police.
<u>Designated Non-Smoking Areas</u>	<ul style="list-style-type: none"> • At all shuttle stops • In the Administration Building courtyard, located behind the Administration Building • Fine Arts Building courtyard • The deck near the basement entrance of the Mabee Library, located near the Media Center • Friendship Plaza located between Agnese-Sosa Living Learning Center and Clement Hall. • Smoking is prohibited at the Saidoff Center. • Sidewalk between Marian Hall and the Gorman and Clement Hall Buildings
<u>Designated Smoking Areas</u>	<ul style="list-style-type: none"> • The deck at the north side of the International Conference Center • Smoking at the Northwest Center campus is only permitted in the designated smoking area • Smoking at the Rolling Oaks Mall site is determined by Mall Police, which is outside of the building • Smoking at the SAC Dual Enrollment Center is permitted in the breezeway.

UIW BUILDING ACCESS POLICY

Purpose

The University of the Incarnate Word and its Police Department strive to achieve a balance between a welcoming environment and that of, a safe, secure environment. This document will detail policies and procedures that will help protect the University, our community and our facilities by controlling the access to the buildings.

Building Access

Effective **January 7, 2013**, all campus facilities will be closed and secured after hours, during holidays and weekends. **All Students and Guests must be out of the classroom buildings by 10:30 PM.** Faculty and Administrators may have 24 hour access to the building which houses their office using their UIW ID and accessing the building through the designated door.

- Exceptions
 - KUIW may broadcast until 12:00 AM. The KUIW DJ and one guest may be in the area until 12:30 AM. All other individuals must vacate the building by 10:30 PM.
 - UIW Library will maintain its normal operations. All non-Library personnel must vacate the facility by the posted closing time for that day.
 - UIW Student Center will maintain its normal operations. All non-Student Center personnel must vacate the facility by the posted closing time for that day.
 - **Special Exceptions** will be considered by the Offices of the UIW Provost and the Chief of Police (such as the week prior to and the week of finals; week(s) prior to the Cutting Edge Fashion Show)
- UIW Students may access teaching labs if they have been approved and issued a completed and sealed Building Entry Form (BEF). BEFs will only be issued for the week prior and the week of finals. BEFs may also be issued for special exceptions as listed above.

Procedures for Special Access

Building Passes will be issued to approved students who need to access facilities after hours and/or during weekends and holidays. Access to a particular area must first be approved by the Dean who oversees the lab or room. Once approval has been granted, the faculty member must do the following:

1. Obtain a current Building Entry Form from the Office of the Chief of Police
2. The form must be completed and signed by the faculty member
3. The form is sent to Office of the Chief of Police for final signature and seal
4. The form is then either, returned to the faculty member to present to the student, or it is presented directly to the student (specific arrangements must be made between the faculty member and the Office of the Chief of Police.

Building Pass Expiration

All passes will expire on the date indicated on the pass or on the date of graduate for that current semester.

Guest Policy

The decision to allow a guest into a facility and lab area with a student, who has an approved BEF, must be made by the Dean and faculty when discussing the access. This information must then be emailed to Campus Police Department (police@uiwtx.edu). Members of the Campus Police staff will grant access and periodically patrol the authorized areas. Anyone without a BEF will be asked to leave the facility, unless they are a guest of a student and are in an area preapproved by the Dean as a "guest friendly area".

SPRING 2016 FMGT 3383 FASHION OPERATIONS MGT 2: Course Calendar

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Scheduled activities may change to accommodate class needs or unforeseen events

WEEK	DATE	HOMEWORK	CLASS ACTIVITIES
1	11 JAN Monday		<p><u>Introduction to Course</u> Course Policies: Attendance policies; Grading policies; Textbook Course Calendar Non-graded Homework Assignments Graded Homework Assignments Exam Schedule <u>Sign-off: Attendance Policies and Grading Policies</u></p> <p>Review: Final Exam: Fashion Ops 1</p>
	13 JAN Wednesday		<p><u>Unit 1: Pricing Strategies: Chap 5 Markup as a Merchandising Tool</u> Lecture EX 5.1: Basic Markup (p. 104—111) EX 5.4: Initial Markup (p. 123—126)</p>
2	18 JAN Monday		NO CLASS: MLK HOLIDAY
	20 JAN Wednesday	Due: EX 5.1 & 5.4	<p>Review EX 5.1 & 5.4 Lecture EX 5.2: Average Markup on a Purchase Order</p>
3	25 JAN Monday	Due: EX 5.2	<p>Review EX 5.2 Lecture Chap 6: Retail Pricing for a Profit: Focus: Pricing Terminology</p> <ul style="list-style-type: none"> o Markdowns <ul style="list-style-type: none"> o Markdown Policies o Permanent Markdowns o Temporary Markdowns o EDLP: Every Day Low Pricing o Customer Loyalty Programs and Employee Discounts o EX 6.1: Sell-Thru & Calculating Markdown Percent
	27 JAN Wednesday	Due: EX 6.1	<p>Review EX 6.1 Lecture EX 6.2: Calculating Markdown Cancellations; Net Markdown Dollars; Net Markdown Percent</p>
4	01 FEB Monday	Due: EX 6.2	<p>Review EX 6.2 Lecture EX 6.3: Calculating Additional Markup; Markup Cancellations; Employee Discounts</p>
	03 FEB Wednesday	Due: EX 6.3	<p>Review EX 6.2 Lecture Tracking Promotional Sales Promo Sales HW #1 (not graded)</p>
5	08 FEB Monday	Due: Promo Sales HW#1 (not graded)	<p>Review Promo Sales HW #1 (not graded) Lecture Promo Sales HW #2 (not graded)</p>
	10 FEB Wednesday	Due: Promo Sales HW#2 (not graded)	<p>Review Promo Sales HW #2 (not graded) Lecture Prep for HW #3—Graded: Chap 5 & 6</p>

Scheduled activities may change to accommodate class needs or unforeseen events

WEEK	DATE	HOMEWORK	CLASS ACTIVITIES
6	15 FEB Monday	Due: HW #3 Graded	Review HW #3—Graded Lecture Prep: Unit Exam #1
	17 FEB Wednesday		<i>The following info will be tested in Unit Exam #2</i> Lecture EX 5.5 Cumulative Markup EX 5.6 Maintained Markup
7	22 FEB Monday	Due: Unit Exam #1	Review Unit Exam #1
	24 FEB Wednesday	Due: EX 5.5 & 5.6	Review EX 5.5 & 5.6 <u>Unit 2: Six Month Plan</u> Lecture Chap 8: Six Month Plan: Terminology & Plan Format EX 8.1 Comp Sales Formula & Sales Curves
8	29 FEB Monday	Due: EX 8.1	Review EX 8.1 Lecture EX 8.2: Stock Turn & Average Stock
	02 MAR Wednesday	Due: EX 8.2	Review EX 8.2 Lecture EX 8.3: Calculating Stock Levels for BOM & EOM; Weeks' Supply Method; Basic Stock Method; Stock-to Sales Ratio
9	07 MAR Monday	Due: EX 8.3	Review EX 8.3 Lecture EX 8.4: Planned Markdowns & Planned Purchases In-Class: EX 8.4
	09 MAR Wednesday		Lecture EX 8.5: Calculating the Six Month Plan
10	14—18 MAR	SPRING BREAK	NO CLASS
11	21 MAR Monday	Due: EX 8.5	Review EX 8.5 Lecture HW #4: Six Month Plan (not graded)
	23 MAR Wednesday	Due: HW #4 (not graded)	Review HW #4: Six Month Plan (not graded) Lecture HW #5—Graded: Six Month Plan; Maintained Markup & Cumulative Markup
12	28 MAR Monday	Easter Holiday	No Class
	30 MAR Wednesday	Due: HW #5 Graded	Review HW#5 Six Month Plan, Maintained Markup & Cumulative Markup Lecture HW #6—Graded

Scheduled activities may change to accommodate class needs or unforeseen events

WEEK	DATE	HOMEWORK	CLASS ACTIVITIES
13	04 APR Monday		Lecture Chap 9: EX 9.1: Open-to-Buy In-Class: EX 9.1
	06 APR Wednesday	Due: HW #6 Graded	Review HW #6 Prep Unit Exam #2: Chap 8 + Maintained Markup & Cumulative Markup + EX 9.1
14	11 APR Monday	Cutting Edge Fashion Show	No Class
	13 APR Wednesday	Due: Unit Exam #2	Review Unit Exam #2
	15 APR Wednesday		<u>Unit 3: Inventory Valuation & Invoices</u> Lecture EX 7.1 Calculating Book Inventory EX 7.2 Calculating Shrink
15	18 APR Monday	Due: EX 7.1 & 7.2	Review EX 7.1 & 7.2 Lecture Chap 4: Invoices: Cost of Merchandise Sold Difference between a Purchase Order and an Invoice Introduction to Invoice Terminology EX 4.1: Series Discounts EX 4.2 Dating Terms
	20 APR Wednesday	Due: EX 4.1 & 4.2	Review EX 4.1 & 4.2 Lecture EX 4.3: Transportation Terms
16	25 APR Monday	Due: EX 4.3	Review EX 4.3 Lecture HW #7 Final Review—Graded
	27 APR Wednesday	Due: HW #7 Graded	Review Graded HW #7
17	02 MAY MONDAY	4:15—6:15pm	Comprehensive Final

Scheduled activities may change to accommodate class needs or unforeseen events

TRACK YOUR SCORES

Please note: HW # 1, 2, & 4 were not graded

Cumulative Points

ACTIVITY	YOUR SCORE	PERFECT SCORE	% TOTAL	POINTS EARNED	POINTS	% TOTAL
Graded HW #3		150			150	
Unit Exam #1		150			300	
Graded HW #5		100			400	
Graded HW #6		125			525	
Unit Exam #2		150			675	
Graded HW#7		125			800	
Final Exam		250			1050	
TOTAL						

Final Course Grade	Percentile Range	Point Range	
A	92.5—100.0	971—1050	Passed course and met degree requirements if earned the final course grade A, A-, B+, B, B-, C+ or C
A-	89.5—92.4	940—970	
B+	86.5—89.4	908—939	
B	82.5—86.4	866—907	
B-	79.5—82.4	835—865	
C+	76.5—79.4	803—834	
C	69.5—76.4	730—802	If earn as a final course grade D+, D, D-, or F MUST REPEAT CLASS
D+	66.5—72.4	698—729	
D	62.5—66.4	656—697	
D-	59.5—62.4	625—655	
F	0—59.4	0—624	