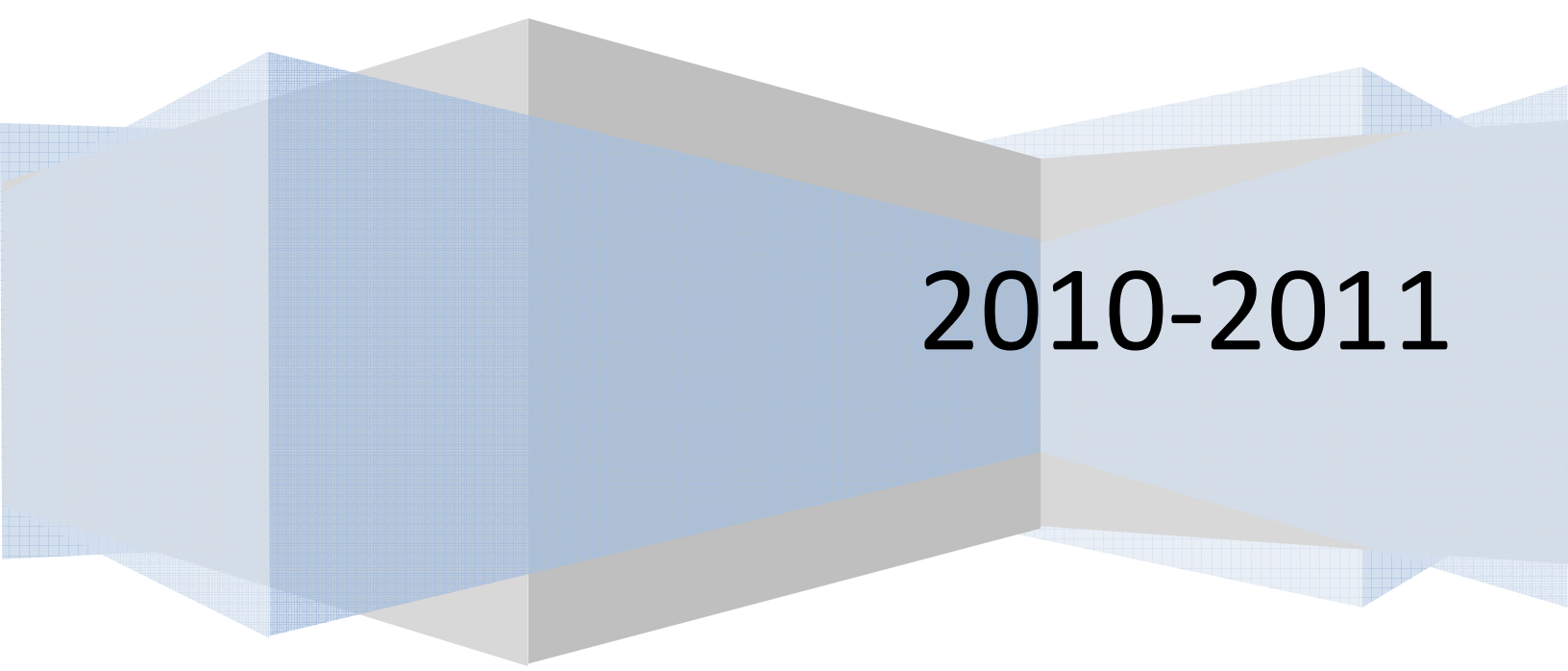


The University of Memphis  
Fogelman College of Business & Economics  
Undergraduate Business Program

# **SUCCESS GUIDE & ADVISING HANDBOOK**



**2010-2011**

# SUCCESS GUIDE: 2010-2011

Welcome to The University of Memphis Fogelman College of Business & Economics (FCBE)! We are very glad that you have decided to be a part of this exciting college. This guide is designed to serve as an overview of the requirements and recommendations that will be necessary for you to complete your Bachelors of Business Administration (B.B.A.) degree.

For more information, visit our website at <http://www.memphis.edu/fcbeugad/index.php>.

## Undergraduate Advising Office (UGAD)

The Undergraduate Advising Office (UGAD) is the academic home for undergraduate students who have chosen to major in one of the fields of study offered by the Fogelman College of Business & Economics at The University of Memphis. Students in our program have a diversity of experiences, knowledge, and interests. Advisors provide academic support to assure that students are making satisfactory progress toward a degree. Our Mission is to academically advise, to personally empower, and to accurately refer the current undergraduate student in achieving their academic goals.

### EXPECTATIONS

UGAD has developed expectations that help guide the advising process and help give students and advisors a framework in which to maximize the successfulness of the student's journey through higher education.

The expectations include the following:

#### For Students/Advisees:

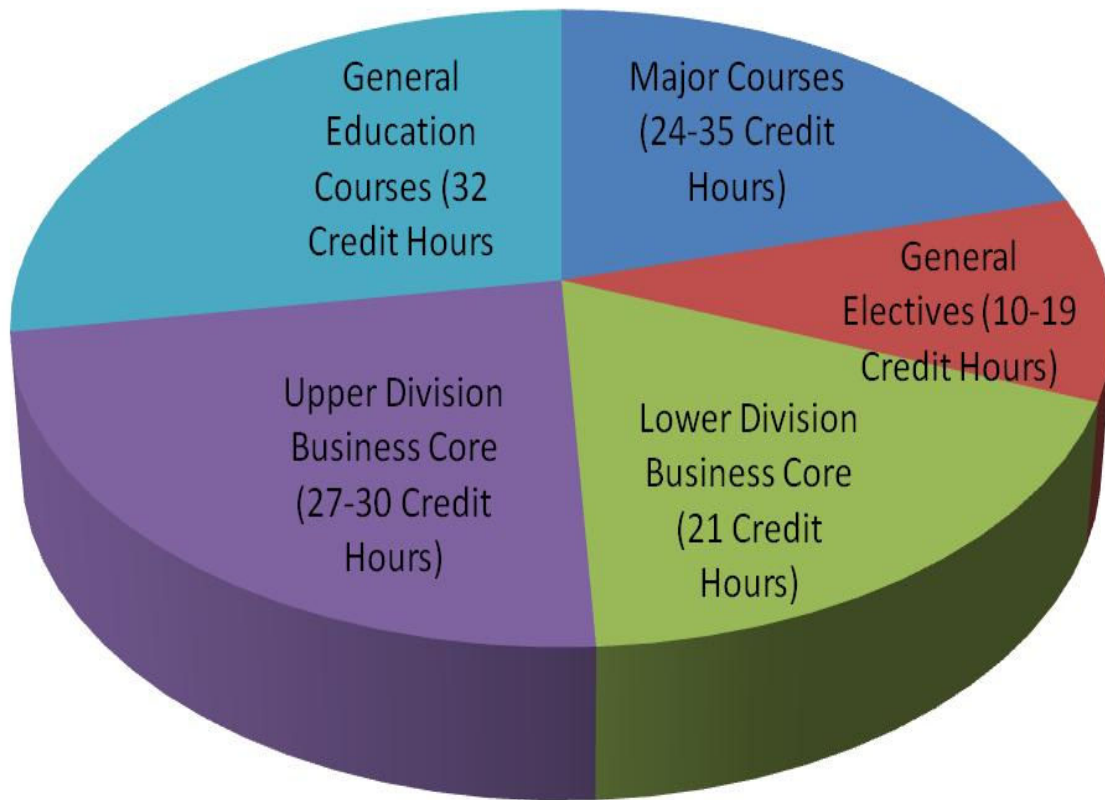
- Understand and accept that you are ultimately responsible for your education and your own decisions.
- Schedule time early each semester to meet with an advisor. Good advising is a two-way street: you must come prepared in order to get the most out of your advising appointment.
- Prior to your advising appointment, ask yourself what your goals are (graduating on time, getting a certain kind of internship, holding a leadership position, being admitted to graduate school, etc.).
- If you are uncertain about your goals, ask questions of your advisor.
- Know your time limitations and be realistic in planning. Take into account work schedules, athletic practice, campus involvement -- or maybe just the fact that you're not a morning person.
- Read your university email regularly. UGAD primarily communicates to students through their university email. Failure to read university email does not excuse you from responsibility for the information sent to your email account.
- Read the Undergraduate Bulletin and your Degree Audit/Evaluation. To learn how to access your audit, go to ([http://www.memphis.edu/advising/docs/Degree\\_Evaluation\\_Students.doc](http://www.memphis.edu/advising/docs/Degree_Evaluation_Students.doc)).

#### For Advisors:

- Develop a meaningful relationship and advocate for you, the advisee.
- Provide you with correct, up-to-date academic information.
- Help you develop a course of study that reflects your academic background, personal situation, and educational goals.
- Inform you of as many campus and community resources as necessary to best advise you.
- Promote learning opportunities that will help you define and/or meet your academic goals.
- Interpret and provide rationale for institutional policies, procedures, and requirements.

The University of Memphis has developed expectations regarding academic advising. To learn more, please visit <http://www.memphis.edu/advising/>.

# How Course Credits Apply to BBA



120 Credit Hours Minimum for a B.B.A.

## General Requirements

Your B.B.A. consists of 5 areas. You must satisfactorily complete the requirements for each to obtain a B.B.A.

1. General Education requirements (<http://www.memphis.edu/gened/>)
2. Lower Division Business Core (courses numbered 2999 and lower)
3. Upper Division Business Core (courses numbered 3000 and higher)
4. Major requirements
5. General Electives

To earn a B.B.A. from The University of Memphis, you must complete a minimum of 120 credit hours, including:

1. At least 33 credit hours of upper division business courses at The University of Memphis
2. At least 12 credit hours of upper division business courses in your major at The University of Memphis
3. At least 60 credit hours must come from a four year institution

### Obtaining a Second Degree

1. You must meet the Lower Division Business Core, Upper Division Business Core, and Major requirements.
2. If you have completed courses at another institution that you want to substitute for a business requirement, please see Transfer Work policy listed on page 7 of this booklet.
4. For residency requirements, students must take at least 33 credit hours of upper division business courses at The University of Memphis, twelve credit hours of which must be in their major.

## Eligibility Requirements for FCBE Undergraduate Programs

Students may declare business as their major at any time. However, students must have 45 credit hours, complete the lower division business core, and complete 12 credit hours of General Education Communication courses before they are allowed to enroll in upper division business courses. Departmental Advisors may approve a student to take upper division business courses for up to two semesters while the student is finishing the Lower Division Business Core. After the two semesters, students must have the lower core completed in order to take any additional upper division business courses.

## General Education Curriculum

FCBE students are required to complete 32 hours of General Education Courses. See <http://www.memphis.edu/gened/students.php> for more information about the courses needed to meet this requirement. Business students must take ECON 2110 and ECON 2120 to satisfy business requirements; therefore, the Social/Behavior Sciences requirement for General Education is met as well.

## Lower Division Business Core

All business students must complete the following 7 courses with a grade of “C-” or better. FCBE students must obtain a lower division business core GPA of a 2.25 (2.50 for Accounting majors). Accounting majors must complete the lower division business core before they may begin taking any upper division accounting major courses.

ACCT	2010	Fundamentals of Accounting I
ACCT	2020	Fundamentals of Accounting II—prerequisite ACCT 2010
ECON	2110	Introduction to Macroeconomics
ECON	2120	Introduction to Microeconomics
ISDS	2710	Business Statistics—prerequisite MATH 1830
MIS	2749	Foundations of Information Systems
MATH	1830	Elementary Calculus—prerequisite MATH 1710

## Upper Division Business Core

Students must complete the following 10 courses with a grade of “C-” or better. FCBE students must obtain an upper division business core GPA of a 2.25. Students can begin taking their Upper Division Business Core courses upon completion of the Lower Division Business Core, completing 45 credit hours and the 12 credit hours of General Education Communication Courses.

ACCT	3130	The Legal, Social, and Political Environment of Business
FIR	3410	Business Finance—prerequisites ACCT 2020, ECON 2120, ISDS 2710
ISDS	3510	Production and Operations Management I—prerequisite ISDS 2710
ISDS	3711	Analytical Tools for Business Decisions—prerequisite ISDS 2710
MGMT	3110	Organization and Management
MGMT	3510	Business Communication
MGMT	4710	Strategic Management —prerequisite MGMT 3110 & MGMT 3510
MIS	3210	Critical Thinking in Project Management for Business
MKTG	3010	Principles of Marketing
International Elective	Choose 1:	MGMT 4810, MGMT4510, MKTG 4530, FIR 4550, HPRM 4400, ECON 4351, ECON 4350, MIS 4310

### MGMT 4710: Strategic Management

Strategic Management is an interdisciplinary capstone course that teaches students advanced problems in determination, execution, and control of strategic management processes in light of changing environments in which organizations operate. **This upper division business course is taken during the student’s graduating semester.** Students will gain access to this course after they have filed their graduation intent with the Commencement Office and have been deemed eligible for graduation by the FCBE graduation analyst.

## Majors in FCBE

A grade of "C-" or better and a GPA of 2.25 must be earned in the major courses. For up to date details on the courses required for each major, visit [http://www.memphis.edu/fcbeugad/majors\\_minors.php](http://www.memphis.edu/fcbeugad/majors_minors.php). Students must select one of the following majors:

Accounting (ACCT)  
Economics (ECON)  
Economics with Financial Economics concentration (FNEC)  
Finance with Banking & Financial Services concentration (BKFS)  
Finance with Business Finance concentration (BSFN)  
Finance with Real Estate concentration (RLES)  
Finance with Risk Management & Insurance concentration (RKIN)  
Hospitality & Resort Management (HPRM)  
International Business (INBS)  
Logistics & Supply Chain Management (LGSC)  
Management (MGMT)  
Marketing Management (MKMT)  
Management Information Systems (MIS)

## General Electives

A total of 120 credit hours must be completed to obtain a degree from The University of Memphis. If a student has not earned the 120 credit hours from completing the General Education courses, the Lower Division Business Core, the Upper Division Business Core, and Major courses, additional courses must be taken. General Electives include any course numbered 1000 or higher; however, FCBE students may only take up to 2 credit hours of Physical Education (PHED) courses toward their B.B.A. More than 2 credit hours of PHED will not be applicable toward the B.B.A. degree.

## Advising

FCBE students are required to get advised every semester. We do not assign advisors, so any FCBE advisor will be able to advise you. If there is a particular advisor you would like to see, please request them when you make your appointment. To see a list of the advising staff, go to <http://www.memphis.edu/fcbeugad/staff.php>.

Call 901-678-2855 to set up an appointment to meet with an advisor in Fogelman Administration Building 114. We do not take walk-in appointments or schedule same day appointments, so you will need to call and schedule an appointment. Because of our phone system, you will reach the office voicemail. Please leave a message with your name and callback number; your call will be promptly returned. If you cannot make your scheduled appointment, please call us so that we can make your advising slot available to another student.

For email advising, email [fcbeadvising@memphis.edu](mailto:fcbeadvising@memphis.edu). In your email, include your name, major, U number, number of courses you would like to take, and names of courses you are interested in taking, if known. To find out your U number, go to <http://academics2.memphis.edu/registrar/student/selfserv/unumber.htm>. Please note that email advising typically has a minimum 48 hour turnaround, which can vary depending on volume.

## Permits

Permits give students who are finishing the Lower Division Business Core permission to take Upper Division Business Courses. Your advisor will let you know if you should apply for permits for business courses. To apply for permits, visit <http://ugad.memphis.edu>. The issuing of a permit depends upon the availability of the requested course and your eligibility. Please check the undergraduate catalog for course prerequisites. A permit will allow you to register for any open section of that course. Use the following table to assist you with special circumstances pertaining to registration:

<i>Type of Course:</i>	<i>Where you need to go:</i>
Independent Study Course	Contact the department office of your major
Internship Course	<a href="http://www.memphis.edu/fcbeinternships/index.php">http://www.memphis.edu/fcbeinternships/index.php</a>
CLOSED/Full Course	Contact the department office that offers the course
Honors Courses	<a href="http://ugad.memphis.edu">http://ugad.memphis.edu</a>
Credit by Exam/CLEP	<a href="http://www.memphis.edu/ugcatalog/acad_reg/earning_credit.php">http://www.memphis.edu/ugcatalog/acad_reg/earning_credit.php</a>

## Transfer Work

If you have completed courses at another institution that you want to count toward your B.B.A., please contact the UGAD Office immediately. We will assist you with requesting a course substitution.

If you want to take a class at another institution after you have been admitted to The University of Memphis, please fill out a Transfer Credit Request Form at <http://www.memphis.edu/admissions/pdfs/TCR.pdf> prior to taking any courses at another institution. The completion of this form will ensure that you know the correct course to take and what it will transfer into The University of Memphis as. The new Transfer Credit Request Form sometimes has a 24 hour turn around for an adviser's signature.

## Listserv

Are you on the UGAD listserv? If not, you should be. The listserv is the first place the UGAD Office communicates with students about advising updates, schedule changes, academic opportunities, and upcoming events. To begin receiving emails, make sure that your major is declared in the Fogelman College of Business & Economics. Declared students are automatically added to the listserv.

## How Do I Declare My Business Major or Minor?

Please visit the UGAD Office in the Fogelman Administration Building 114 to declare your major. We will have paperwork for you to fill out to get the process started.

## Minors

For business majors, receiving a minor in a business area is fairly simple. Please visit, <http://www.memphis.edu/fcbeugad/pdfs/minors/businessMinors.pdf> to learn more about minors.

## Having Trouble Deciding Which Major to Pursue?

Career Services has a virtual career success center called CareerBeam. This center will allow you to explore your career interests through administering an online assessment tool. To find out more information about this program or to self-register and begin your free assessment, go to <https://saweb.memphis.edu/ces/cb/careerbeam.htm>.

## Dropping or Withdrawing from a Course

Dropping a course may be done generally through the second week of the semester. Please check for actual dates at <http://www.memphis.edu/registrar/calendars/semester.htm>. Dropping a course removes it from your student record without responsibility for grades. Please check with the Bursar's Office regarding refund deadlines.

Withdrawal from individual courses may generally be done after the second week of the semester and through the eighth week of the semester. Please check for actual dates at <http://www.memphis.edu/registrar/calendars/semester.htm>. When you withdraw from a course, a "W" grade is assigned on the transcript.

## Late Withdrawal

In special circumstances, you may request a late withdrawal from the course work that you are taking. Please contact the Director of Undergraduate Advising. They will inform you of the conditions under which a request may be honored and what documentation will be needed.

## Repeating Courses

You may repeat courses in an attempt to improve the grade previously earned. You should always check with a UGAD advisor before enrolling in a course a second or subsequent time. Credit by examination may not be used for the purpose of improving a grade previously earned in a course taken for credit. Grades earned in the second and each subsequent attempt will count toward your GPA. The record will continue to reflect all grades earned in the same course. Courses repeated after a degree is awarded may not be used to replace grades earned prior to the awarding of the degree.

You may not attempt the same course more than three times. In essence, you cannot receive a failing grade in the same business course more than three times (excludes grade of "W"). If you fail to achieve a satisfactory course grade after your third attempt (a grade of "C-" or the necessary grade needed to attain the required Lower Division Business Core, Upper Division Business Core, and/or Major GPA), you will not be allowed to be an undergraduate business student in the Fogelman College of Business & Economics and will be required to select a major in another college at the University of Memphis.

## Recommended Course Load

An average of 15 credits per semester (Fall/Spring) will allow you to complete the General Education requirements and most business requirements in 4 years. If you can, balance your course load to prevent burnout. For example, if you struggle with particular subject matter, make sure your spread out those requirements among classes that are easier for you.

### **If you have question about this booklet or advising, contact us at:**

Undergraduate Advising Office

114 Fogelman Administration Building

Memphis, Tennessee 38152

901.678.2855

901.678.4344 fax

[fcbeadvising@memphis.edu](mailto:fcbeadvising@memphis.edu)

<http://www.memphis.edu/fcbeugad/index.php>

## Graduation

If you are anticipating graduation (have 90 or more earned credit hours), please follow the steps listed below:

1. Please check with <http://www.memphis.edu/registrar/calendars/semester.htm> for dates and deadlines for filing your intent to graduate.
2. You file your intent to graduate with the University of Memphis Commencement Office at <https://saweb.memphis.edu/commencement/intenttograduate/>. Please fill out all requested information. You must file your intent to graduate with the Commencement Office by the date given at <http://www.memphis.edu/registrar/calendars/semester.htm>, or you will postpone your graduation until the next semester.
3. After your graduation intent has been filed and during the registration period for the next semester, you will receive an email at your University of Memphis email address from the Fogelman Graduation Analyst that will contain a summary evaluation of your academic performance and a graduation packet.
4. Sign and return all graduation materials to Fogelman 114 (Undergraduate Advising Office) no later than the date specified in the email. Materials received after this time cannot be processed, and you will postpone your graduation until next semester.
5. Once your completed graduation packet is returned to the Undergraduate Advising Office and your eligibility confirmed, your name will be placed on the graduation list and a permit for MGMT 4710 will be issued at that time.

## Hints on Being Successful in the Classroom

- Attend all your classes and be on time.
- Before coming to the University of Memphis, alter your expectations about how much time you need to study to be successful. You will be expected to shoulder greater responsibility for your learning and meet higher standards and expectations.
- Go to class prepared—read the required material before class!
- Do not procrastinate! Keep up with your coursework from day one.
- Do not miss the first day or week of class. You need to do everything to make sure that you are successful in your courses.
- Notify your professor in advance if you plan to miss class. That way you can work with the professor to determine if and how you can make up the work that you missed.
- Participate in class discussions.
- Don't hesitate to utilize your professor's office hours or schedule an appointment with them. Many professors are willing to provide helpful suggestions. Getting to know your professors can prove beneficial, especially if you will need recommendations from them in the future.
- For every hour you are in the classroom, generally you will need to dedicate two hours outside of the classroom reading and completing assignments. Be prepared to spend a lot of time doing work outside the classroom.

## Memphis Institute for Leadership Education (MILE) Program

MILE is a partnership between the FCBE Alumni Chapter and the Fogelman College of Business Department of Management. The mission of MILE is to prepare FCBE students to be future leaders in the city of Memphis through leadership development programs and mentoring. This program matches a select group of highly motivated high ability students with selected local Memphis business leaders and provides them each with an opportunity to engage in additional leadership education and training in a structured six -month program. For more information about this program, please visit [http://www.memphis.edu/fcbe/pdfs/business\\_community/MILE\\_2008\\_09\\_info\\_packet.pdf](http://www.memphis.edu/fcbe/pdfs/business_community/MILE_2008_09_info_packet.pdf).

## Honors Program

Looking for a challenge? Interested in small classes that allow you to interact with professors on a personal level? Want to take classes with students who share similar aspirations and capabilities? Would you like to have access to the Honors Computer Lab and have the option of living on an Honors-designated floor in the residence hall?

The Business Honors Program is designed for students who want to be academically challenged. Class size is generally 10 to 15 students, which allows for plenty of discussion, interaction with the professor, guest speakers, and other enriching educational experiences. Advantages associated with The University Honors Program are priority registration, waived scholarship service hours, option to live on the Honors-designated floor in Richardson Towers, access to the Honors Computer Lab, research opportunities, social and cultural activities, exchange opportunities, and interaction with other honors students.

For more information about the Business Honors Program, please contact Mary Johnson at 678-4070 or [mjohnson@memphise.edu](mailto:mjohnson@memphise.edu). For more information about registering for business honors sections of courses, see page 7.

In addition to the Business Honors Program, a student may also be eligible for the University Honors Program. For more information about the University of Memphis Honors Program, contact the University Honors Program in 204 Scates Hall at 678-2690.

## FCBE Scholarships

The Fogelman College of Business & Economics offered over 70 different types of private scholarships totaling over \$350,000 in awards for the 2009-2010 Academic Year. These yearly awards are available to incoming freshmen, transfer, and continuing students each year. If awarded, you could receive tuition, a book stipend, and/or a study abroad stipend! For further information regarding FCBE Scholarships, contact Associate Director of Internships Recruitment and Scholarships at 678.3905 or [wabrown1@memphis.edu](mailto:wabrown1@memphis.edu) or visit <http://www.memphis.edu/fcbescholarships/index.php>

In addition to The Fogelman College of Business & Economics, The University of Memphis Financial Aid Office also provides centralized and convenient access to a full range of financial aid services. For more information about financial aid services, visit their website at <http://www.memphis.edu/financialaid>

## Internships

FCBE has a formal undergraduate internship program, incorporating on-the-job learning in its academic environment. Internships provide students with the opportunity to supplement academic instruction with practical, realistic job experience. This new opportunity will provide qualified junior and senior business students with various forms of job experience in their academic major. To find out more information about securing an internship contact, Career Services at <http://saweb.memphis.edu/ces/>. To find out the process for getting academic credit for internships, please visit <http://www.memphis.edu/fcbeinternships/index.php>.

## Study Abroad

Students from the FCBE participate in a variety of study abroad programs. For more information, please visit <http://www.memphis.edu/abroad/programs.php>.

# University of Memphis Terminology

**Academic Departments:** A division of a college offering degree programs within a special area. For FCBE, the following is a listing of the departments and contact information in the Fogelman Administration Building (FAB) or in Wilson School (WS):

Economics	FAB 400	678-2785
Finance, Insurance, & Real Estate	FAB 402	678-5930
School of Hospitality & Resort Management	WS 140	678-8021
Management	FAB 202	678-4551
Management Information Systems	FAB 300	678-4613
Marketing & Supply Chain Management	FAB 302	678-2667
School of Accountancy	FAB 200	678-4569

**Classification/Class Standing:** Students are classified as Freshman, Sophomore, Junior and Senior standing according to the number of credit hours completed.

Freshman:	0 - 29 credit hours	Junior:	60-89 credit hours
Sophomore:	30 - 59 credit hours	Senior:	90 or more credit hours

When registering for courses, it is important that you check to see if there is a class standing requirement for that course.

**College/School:** A division of the university offering degree programs.

**Closed Class:** Sometimes a course that you need is closed. What do you do? Check MyMemphis often. It is real time, so you never know when someone may drop and a class may open up. For non-business courses, you can also contact the department for the course to see if it will allow students to add to a closed section. There is a closed class form for business courses that you will need to have filled out by the professor and department chair for getting into closed sections of business courses. The forms are located in academic departments. After the form is filled out, bring it to UGAD Office in Fogelman 114 for final approval.

**Credits to Graduate:** A minimum of 120 credit hours is require to graduate, which works out to an average of 15 credits per semester (Fall/Spring) for four years. Students may not count more than 2 credits of Physical Education (PHED) courses toward graduation credits.

**CRN:** The Course Reference Number (CRN) is a 5-digit number assigned to an individual section of a course. Every lecture and lab section has its own CRN.

**GPA:** Your grade point average (GPA) is based on college credit you have earned or transferred to The University of Memphis. I/S/U/P/NP/W grades are not calculated in your GPA.

**Lecture & Lab:** Types of classes you might have at The University of Memphis. Lectures are large or small group class meetings and are the primary mode of instruction at The University of Memphis. Science lectures will generally be accompanied by a lab, which is a smaller group meeting where students will complete activities related to the lecture.

**Major & Minor:** Major refers to your primary field of study and Minor refers to your secondary field of study. While everyone has a major, not everyone has a minor.

**MyMemphis:** MyMemphis will allow you to access your grades, class schedule, and financial aid information, among other things. You will receive your password for MyMemphis when you are admitted to the University.

**U-Number:** Your U-Number is your unique University identification number. It consists of the letter "U" followed by 8 digits. You should include this number, rather than your social security number, in all correspondence with the University. Do not supply your social security number unless specifically asked by a University employee who has a legitimate need to know it. Your U-Number is also referred to as your University ID Number, Banner ID, or even Student ID Number.

## **Need Academic Support**

The University of Memphis has several free academic centers and tutorial labs located across campus.

### Academic Enhancement Center (AEC) -207 Mitchell Hall- (901) 678-5226

AEC assistance is offered in the following areas: Individual Tutoring in general education courses, Math (700 and 800) and Foreign Languages, especially Spanish; Study & Academic Support Sessions; Weekly Seminars, as well as Individual Consultation/Academic Coaching, to improve student learning in areas of time management, note taking, reading for comprehension, critical thinking, test preparation and test taking; Class Room Presentations; Assistance for Standardized Test preparation, including GRE and PPST.

Hours: Monday-Friday, 8:00am-4:30pm

### Business Learning Center (BLC) -256 Fogelman Building- (901) 678-3912

Need help in a business class? Try the Business Learning Center where tutors can help answer your questions about accounting, statistics, finance, and other courses. Tiger-LAN computers and course resource materials are available for students at this location.

Hours: Monday-Thursday, 8:00am-7:00pm

### English Learning Center (ELC) -225 Patterson Hall- (901) 678-2059

The ELC is designed to enhance the student's evaluation of his/her own writing and to produce clear, coherent work. Tutors provide instruction in all phases of the writing process from choosing a topic to reviewing and revising for a final draft. Bring any writing assignment for any discipline to the English Learning Center. You can get help with research papers, writing assignments, essay exam preparation, and reading literature. Be sure to bring your paper and assignment sheet with you. TigerLan computers and printers are available at this location.

Hours: Monday-Thursday, 8:00am-7:00pm, Friday, 8:00am - 12:00pm

### Math Learning Center -143 Dunn Hall- (901) 678-2704

ESP tutors are Math graduate students and upper level undergraduate students who can help you with College Algebra, Trigonometry, Calculus, Foundations of Math, Statistics, and math problems in other courses.

Hours: Monday 9:00am-6:00pm, Tuesday-Thursday, 9:00am-7:00pm, Friday, 9:00am-12:00pm

### Developmental Math (DSPM 700, 800) 207 Mitchell Hall-(901) 678-5226

Hours: Monday-Friday, 8:00am-4:30pm \*Individual Tutors\*

### Science Learning Center (SLC) -217 Mitchell Hall- (901) 678-2704

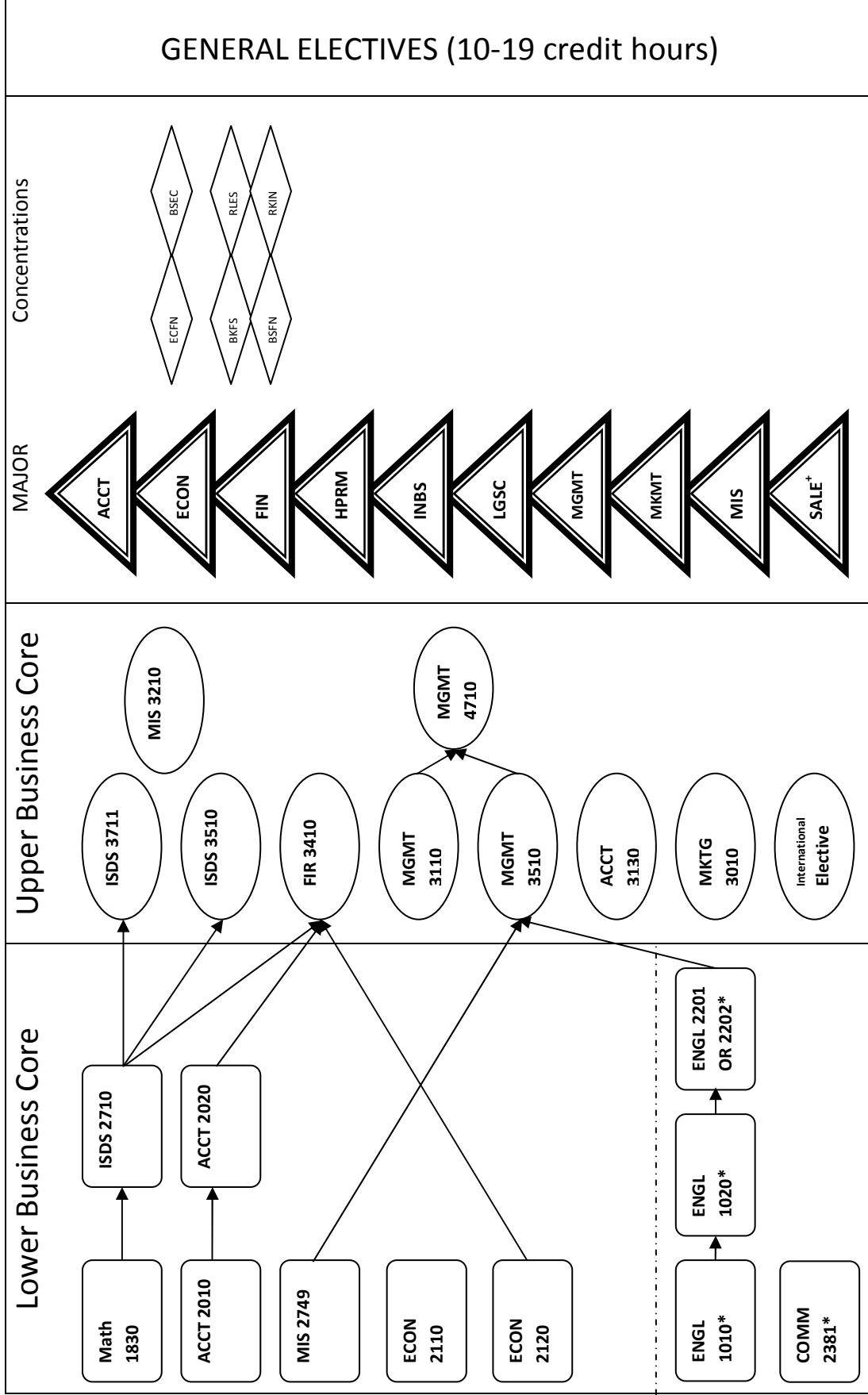
The SLC offers individual and group tutoring for Chemistry, Biology, and Physics. Tutors can help you learn-how-to-learn science concepts.

Hours: Monday-Friday, 8:15am-4:00pm

### Student Disability Services Office-110 Wilder Tower – (901) 678-2880 Voice/TTY

The Student Disability Services Office (SDS) arranges, coordinates, and provides academic accommodations and support services for qualified students with disabilities.

# FCBE UNDERGRADUATE PROGRAM FLOWCHART



\*12 hours of Communication Courses (ENGL 1010, 1020, 2201/2202, & COMM 2381) must be completed before taking any Upper Division Business Courses.

\*SALE is not a major option for students that have not declared it prior to Spring 2009.

## GENERAL EDUCATION Worksheet

**(32 Credit Hours)**

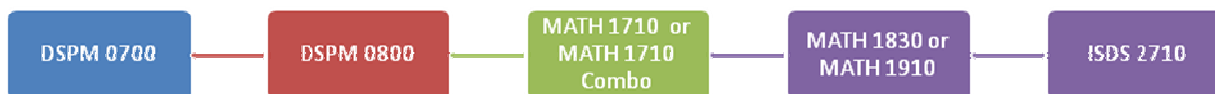
I. Communication I	ENGL 1010 (C- or better) ENGL 1020 (C- or better)
II. Communication II	COMM 2381
III. Humanities I <i>(Pick One Course)</i>	ENGL 2201 or ENGL 2202
IV. Humanities II <i>(Pick Two Courses)</i>	ART 1030; ARTH 2101, ARTH 2102; CLAS 2481; COMM 1851; DANC 1151; JDST 2850; MUS 1030, MUS 1040; PHIL 1101, PHIL 1102; POLS 1101, POLS 1102; UNIV 3580, UNIV 3581; THEA 1030
V. History <i>(Pick Two Courses)</i>	ANTH 3282; HIST 1110, HIST 1120, HIST 2010, HIST 2020; HIST 2030, HIST 3863, HIST 4851, HIST 3881; POLS 4212, POLS 4405; SOCI 3422
VI. Natural Science with labs <i>(Pick Two Courses)</i>	BIOL 1010/1011,1020/1021,1110/1111,1120/1121 CHEM 1010/1011,1020/1021,1110/1111,1120/1121 ESCI1010/1011, 1020/1021,1040,1050,1103 PHYS1010/1001,1020/1002,2110/2111,2120/2121

## Math Placement

Math Placement is determined by the ALEK Assessment. Your advisor will let you know what your placement is and what the appropriate course for you to enroll in should be. All University of Memphis students need at least one college level math class to fulfill the General Education requirements

DSPM 0700 and DSPM 0800 are pre-College Algebra courses and will not count toward graduation requirements. The credits for these courses count toward full-time status for the semester. Students register for these courses through the regular registration process.

### Business Mathematics Sequence



MATH 1710: Analysis of functions (linear, quadratic, polynomial, root, rational, exponential, logarithmic) using graphing calculators; partial fractions; synthetic division; conic sections; theory of equations; inequalities; applications.

MATH 1710 combo: Same as MATH 1710 but also includes components to satisfy intermediate algebra for those students that need DSPM 850.

MATH 1830: Introduction to concepts and methods of elementary calculus of one real variable as related to rational, exponential, and logarithmic functions; nature of derivatives; differentiation; application of derivative; nature of integration: definite integral; applications of definite integral.

MATH 1910: Introduction to calculus of one real variable; limits; continuity; derivatives; applications of derivatives including Newton's method, graphing techniques, optimization, indeterminate forms and l'Hospital's rule; antiderivatives; includes transcendental functions.

ISDS 2710: Introduction to basic statistical procedures for analysis and interpretation of business data; collection and presentation of data, probability theory, measures of central tendency and variability, sampling distributions, estimation of parameters, and principles of hypothesis testing; introduction to a statistical software package.

### **If you have question about this booklet or advising, contact us at:**

Undergraduate Advising Office

114 Fogelman Administration Building

Memphis, Tennessee 38152

901.678.2855

901.678.4344 fax

[fcbeadvising@memphis.edu](mailto:fcbeadvising@memphis.edu)

<http://www.memphis.edu/fcbeugad/index.php>