Course: Bachelor of Business Administration in E-Commerce

1.	Course Title	Business Mathematics	اسم المادة
2.	Course Code	BMTH2023	رمز المادة
3.	Status	Faculty	متطلب الكلية
4.	Credit Hour	3 (2+1) 2 for lecture (2 hours per week x 14 weeks) 1 for tutorial (1.5 hours per week x 14 weeks)	عدد الساعات المعتمدة
5.	Semester/Year	2/1	الفصل الدراسي
6.	Prerequisites	Nil	المتطلب السابق إن وجد
7.	Teaching method:	Distance Learning (Electronic)	طريقة التدريس
8.	Evaluation	**Assessment and Marking Percentage:** Quizzes الامتحانات القصيرة 10 % Assignments الواجبات 10 % Interactions through discussion board المنتديات 10 % Mid-Semester Exam الامتحان النصفي 20 % Final Examination الامتحان النهائي 50 %	
9.	Lecturer	N/A	
10.	Objective of the Subject	The goal of of this subject is to provide students with practical concepts and skills that are useful in a business career. These same skills are also useful in related business courses such as accounting, marketing, management, and finance. Business mathematics has two vital roles: students will understand about mathematics as well as why business firms use it.	
11.	Learning Outcomes	Upon completion of this subject, students should be able to: • Calculate using whole numbers, decimals, fractions, and percent. • Calculate simple interest and maturity value using the principal, rate, and time. • Calculate the proceeds of a discount notes. • Calculate the future value, present value and interest of a compound interest using formula and table. • Calculate the future value and present value of an annuity. • Calculate sinking funds. • Calculate and solve trade discount and cash discounts problems. • Calculate markup, markdown, break even, profit and loss. • Find the total installment cost and the finance charge. • Find the amount of depreciation, book value of an asset each year and prepare a depreciation schedule.	
12.	Synopsis	The subject covers Basic Mathematics, Simple Interest, Compound Interest, Annuity & Sinking Funds, Trade & Cash Discounts, Markup & Markdown, Loan & Installment Purchases, and Depreciation.	

13.	Topics	Details	Lecture (Hrs)	Tutorial (Hrs)
	Topic 1	**Basic Mathematics (Review)** • Decimals • Fractions • Percent • Problems of Increase and Decrease	2	2
	Topic 2	**Simple Interest** • Basics of Simple Interest • Finding Principal, Rate and Time	4	3

		Exact and Ordinary Interest • Promissory notes • Simple Discount Notes • Discounting a Note Before Maturity		
Topic 3	**Compound Interest** • Compound Interest • Present Value of a compound amount		4	2
Topic 4	**Annuity** • Annuities and retirement account • Present Value of an annuity • Sinking Funds (Finding annuity payments)		4	3

	Topic 5	**Mathematics of buying** • Invoices and Trade Discounts • Single Discount Equivalents • Cash Discount : Ordinary Dating Method • Cash Discounts : Other Dating Methods	4	3
	Topic 6	**Mathematics of Selling** • Markup on Cost • Markup on Selling Price • Markdown • Breakeven, Profit and Loss	4	3
	Topic 7	**Consumer Loans** • Open-End Credit and Charge Cards • Installment Loan	2	2
	Topic 8	**Depreciation** • Introduction to Depreciation • Straight Line Method • Double Declining Balance Method • Sum-of-Years' Digits Method • Units of Production Method	4	3
		Total contact hours	28	21
		Equivalent lecture hours	28	14
		Total lecture hours	42	
		Credit hours	3	
14.	**Main references:**	1. Miller, Charles D., Saltzman, Standly A. and Glendenen, Gary (2006). **Business Mathematics** (10th ed.) Pearson Addison Wesley. 2. Bluman, Allan G. (2006). **Business Math Demystified**. McGraw-Hill Professional.		
15.	**Additional References:**	1. Hubbard, Douglas W (2007). **Finding the Value of "Intangibles" in Business"**. 2. W. Roueche, Nelda, R., Graves, Virginia and Tuttle, Micheal D. (2005). **Business Mathematics** (9th ed). Prentice Hall. 3. Lau, Too Kya, Phang, Yook Ngor and Wee, Kok Kiang (2007). **Business Mathematics for UiTM** (2nd ed.) OxfordFajar. 4. Stutely, Richard (2003). **The Essentials of Business Numeracy** (5th ed). Bloombery Press.		
	Other Materials:	All other materials will be available to students online.		