

SYLLABUS - RESOURCES

Economics 20000

Elements of Economic Analysis I
Autumn Quarter 2023

ECONOMICS DEPT. RESOURCES



Department Advising Hours

Every quarter, the economics instructional professors, including myself, have weekly advising hours for potential, current, or past economics majors. You may come and speak with any of us during these times even if you are not currently enrolled (or have never been enrolled) in a class we are teaching. Times and locations are emailed out to the econ majors email list (see "Helpful Email Lists" below).

Letters of Recommendation

Send me an email that includes: (1) a link to the program, (2) your current resume, (3) your unofficial transcript, (4) a brief statement listing 3-4 things that *my* letter can convey. I usually do not write letters for students I've only had in one class or for students who cannot articulate an answer to item 4. I will occasionally make exceptions if you were a frequent, engaged participant in class or active on the discussion boards.

Helpful Email Lists

At the bottom of the [Undergraduate Econ webpage](#)¹ are email sign-ups for undergraduate econ-targeted announcements about available internships, research assistant jobs, opportunities for majors (for example, joining the Fed Challenge team), and graduate school preparation.

Undergraduate Research Opportunities

The [CCRF research opportunity database](#)² lists paid and unpaid on-campus research opportunities while [predoc.org](#)³ includes part and full-time economics research assistant positions nationwide.

Economics RSO's

[Oeconomica](#)⁴ has year-round cohorts focused on reading and synthesizing economic research articles. They also have review sessions and run the Econometrics Game. Let me know if there are other RSOs and I will add them to this section.

I know UChicago courses are difficult and challenging, which is why this course syllabus has a section dedicated to resources which will support your learning success on campus, in this department, and in this class.

The information here is of equal importance to the Syllabus Core & Syllabus Policies documents, all of which are posted to Canvas.

CLASS RESOURCES

Course Appointment and Course Drop-In Hours

Everything in this course is "blind-graded" (students' identities are concealed during the grading process) therefore, attending office hours to incur favorable grading will not work.

- Appointment and drop-in hours are open for meetings and discussion with any student currently enrolled in my classes. I see multiple students at the same time during drop-in hours. To sign-up for appointment-based office hours, go to the "calendar" option on the main Canvas page (left hand bar) and click on "Find Appointment". Appointment hours are on Zoom, drop-in hours are in my office. See the "Logistics" syllabus for details.
- During these meetings, I or the TA answer and guide questions about the homework material; re-teach material in a different way for students who were in class but feel they do not understand it as it was presented; or elaborate on extensions/implications of the material. We will not check your homework answers but will help you with concepts. The difference is in how you phrase your question... drop by during office hours to learn the difference!
- The office hours closest to the homework due date are the busiest and focused on that week's homework, the office hours furthest away are the quietest. Choose the office hours that match your goal. Bring your class notes or homework progress for reference.
- I have separate office hours for general advising, economics discussions, or meetings about topics not related to course material (see "Department Advising Hours" above). Feel free to drop by to those if that's the right fit!
- Outside of class and office hours, my time is already allocated to other aspects of my job. I am generally not available for impromptu meetings.



Discussion Boards

I use Ed Discussion boards for this course. Feel free to post AND ANSWER questions on the boards. **I do not mind if people use them to share or discuss homework answers before an assignment is due**, though I will not respond and say whether the posted answer is right or wrong. No extra credit is given for participating on the boards, but I prioritize answering questions on the boards above answering email.



Course Recordings

If technology and university policy allow, I will try to record the iPad screen during the live class session. Office hours will not be recorded. **For the privacy of others (FERPA and privacy laws), you should not record office hours, classroom discussion, or any one-on-one meetings without permission.** If I forget to press record (and no one in the class notices), the recording will not be available: have a backup plan prepared in advance.

Teaching Notes

I will post the slides, a 2-page summary of each class, and solved practice problems for each class. No additional notes will be posted.

Mental Health Services 773-702-4156

Students differ in how much they know about mental health services. In the USA, your use of mental health services is not linked to your academic file; it is confidential. In general, psychiatrists prescribe medication while psychologists provide counseling. Both are trained to help you receive the specific assistance you need.

It is easy to think that you should “just push through” and finish assignments, even if you are exhausted. This is bad. Your brain is responsible for your future success, and it needs to be taken care of—that means taking care of yourself. If you are exhausted, you can neither think creatively, nor reason soundly. Taking a break is not laziness; it is self-preservation to make sure you will thrive for future years. Learn how to set and enforce these boundaries: plan blocks of “recovery and rejuvenation time” in whatever form that works for you.

There are no rewards for “toughing it out”. If you experience mental, physical, or other problems, immediately contact [Student Health and Counseling Services](#)⁵ (SHCS). I provide all accommodations officially requested by SHCS. I know students participate in the following 3 programs:

- [Let’s Talk](#)⁶: Drop-in; no appointment required.
- [Therapy Groups](#)⁷: For people experiencing similar life situations.
- [Counseling](#)⁸: Focused discussions on a specific issue, with a short-term goal.

SHCS offers Health and Wellness initiatives as well, including the [Academic Skills Assessment Program \(ASAP\)](#)⁹, which helps students improve their academic performance by addressing a number of issues that can interfere with effective learning, including time management, learning and memory, test anxiety, reading effectiveness, effective exam preparation, and general study skills. The ASAP program offers quarterly workshops and brief one-on-one appointments.

Disabilities and SDS Accommodations

My goal is to evaluate your understanding of the material in this course, NOT your understanding of the material in this course while you undergo a panic attack, work through dyslexia, are unable to take notes, etc. However, I have no medical background and am unable to determine appropriate accommodations. However, [Student Disability Services](#)¹⁰ (SDS) can evaluate your needs and secure the necessary arrangements. I **cannot provide ANY accommodation until SDS has officially approved your case and informed me of the accommodations you are allowed.** Once approved, I will provide all the accommodations officially requested by [SDS](#). Using any accommodation from SDS is confidential and not recorded on your transcript. I do not need to know why you received accommodation and am prohibited from discussing it with anyone outside the course teaching team without reason. **SDS may take some time (1-3 weeks)** to process your request. **Timely notifications are needed** to ensure your accommodations can be implemented: some accommodations require advance staffing or technical adaptations that can take time to implement or acquire. Apply early in the quarter if there

is *any* chance that you will need accommodation. You are not required to use the accommodation you receive. You are responsible for scheduling proctored/extended time exams with SDS.

College Core Tutoring Program

There is a [volunteer tutor program](#)¹¹ available for many economics courses. I do not coordinate or interact with the program in any way.

Center for College Student Success

[CCSS](#)¹² provides mentoring services to help first-generation, lower-income, and immigrant students succeed in environments like at The University of Chicago. Note: “first-generation students” is a broader definition than many realize and can include students whose parents have degrees but did not have a university experience that translates to The University of Chicago.

Technology Rentals

If you find that your computer is slow or too old to work efficiently, you may be able to borrow a laptop at no charge for up to 8 hours from the [Tech Bar at Regenstein](#)¹³. If you are off-campus, many branches of the [Chicago Public Library](#)¹⁴ has laptops, scanners, and Internet-to-Go-WIFI available.

cVPN & vLAB

Many campus network resources require you to be on-campus to access them. If you are not on campus, you should use the (free) university-provided [VPN](#)¹⁵ to gain access. Essentially, this makes online university services treat you “as-if” you were using a computer on campus.

[vLAB](#)¹⁶ (Virtual Lab) creates a virtual desktop that can be used to access programs typically installed on campus computers from off-campus using the cVPN. Programs include everything from Excel to Stata, R to MATLAB. Explorer and Firefox are also included and may be useful for interacting with certain websites. vLAB can be the only way for Mac users to use some portions of MATLAB.

Career Advancement

[Career Advancement](#)¹⁷ has substantial experience working with economics undergraduates to find careers that match their interests – they have far more resources to advise you than I do. Visiting them early will help you make informed choices about classes and/or majors.

SYLLABUS TOPICS

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| SYLLABUS: LOGISTICS.....L1 | SYLLABUS: POLICIES..... P1 | SYLLABUS: RESOURCES |
| Prerequisites | Guests/Class Visitors | ECONOMICS DEPT. RESOURCES R1 |
| Measured Learning Objectives | Email | Department Advising Hours |
| Description | Technology Statement | Letters of Recommendation |
| Textbooks | Attendance & Participation | Helpful Email Lists |
| STRUCTURE.....L2 | Course Announcements & Additional | Undergraduate Research Opportunities |
| GRADES CALCULATIONL2 | Materials | Economics RSO's |
| Aggregate Individual Score | Online Behavior | CLASS RESOURCES R1 |
| Grade Cutoffs | Bug Bounties | Course Appointment and Course Drop- |
| Other Grading Notes | SUBMISSIONS..... P2 | In Hours |
| CALENDAR.....L3 | Submitting work on Gradescope | Discussion Boards |
| | General Regrades | Course Recordings |
| | Technical Error Do-Over | Teaching Notes |
| | Policy on Technical Difficulties | |
| | ACCOMMODATIONS..... P3 | CAMPUS RESOURCES..... R2 |
| | Disruption Accommodation | Mental Health Services |
| | Policy on AI Tools | Disabilities and SDS Accommodation |
| | SDS Accommodation (See R2) | College-Core Tutoring Program |
| | COLLABORATION/CHEATING/ PLAGIARISM P3 | Center for College Student Success |
| | CAMPUS POLICIES..... P4 | Technology Rentals |
| | Workload Statement | cVPN & vLAB |
| | Sharing of Documents | Career Advancement |
| | Recording/Distributing Audio, Video or | SYLLABUS TOPICS..... R3 |
| | Photographs | RESOURCES: WEB LINK VISUAL REF R3 |
| | FERPA | |
| | Responsible Employees | |
| | Diversity Statement | |
| | COVID-19 | |
| | POLICIES: WEB LINK VISUAL REF P4 | |

WEB LINK VISUAL REFERENCE

- ¹ Undergraduate Econ <https://economics.uchicago.edu/content/undergraduate-program>
- ² CCRF Research Opportunity Database <https://ccrf.uchicago.edu/research-opportunity-search>
- ³ Predoc.org: <https://predoc.org/>
- ⁴ Oeconomica <https://voices.uchicago.edu/oeconomica/>
- ⁵ Student Health and Counseling Services (SHCS) <https://wellness.uchicago.edu/mental-health/>
- ⁶ SHCS Let's Talk <https://wellness.uchicago.edu/mental-health/lets-talk/>
- ⁷ SHCS Therapy Groups <https://wellness.uchicago.edu/mental-health/therapy-groups/>
- ⁸ SHCS Counseling <https://wellness.uchicago.edu/mental-health/counseling/>
- ⁹ Academic Skills Assessment Program (ASAP) <https://wellness.uchicago.edu/mental-health/academic-skills-assessment-program/>
- ¹⁰ Student Disability Services (SDS) <https://disabilities.uchicago.edu/>
- ¹¹ Tutor Program <https://college.uchicago.edu/academics/college-core-tutor-program>
- ¹² Center for College Student Success <https://college.uchicago.edu/student-services/center-college-student-success>
- ¹³ Tech Bar at Regenstein: <https://its.uchicago.edu/techbar/techbar-equipment-lending-terms-and-conditions/>
- ¹⁴ Chicago Public Library <https://www.chipublib.org/library-laptop-use-guidelines/>
- ¹⁵ cVPN https://uchicago.service-now.com/it?id=kb_article&sys_id=55921c0413b1f340f44779566144b080
- ¹⁶ vLAB <https://academictech.uchicago.edu/vlab/>
- ¹⁷ Career Advancement <https://careeradvancement.uchicago.edu/about>