



**NATIONAL BOARD FOR TECHNICAL
EDUCATION (NBTE)**

COURSE MATERIAL

FOR

**Course Code & Title: BAM 112 BUSINESS
MATHEMATICS I**

**Programme: NATIONAL DIPLOMA IN BUSINESS
ADMINISTRATION**

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TABLE OF CONTENT

COPYRIGHT PAGE	Error! Bookmark not defined.
COURSE WRITERS/DEVELOPMENT TEAM.....	3
TABLE OF CONTENT	Error! Bookmark not defined.
COURSE STUDY GUIDE	6
i. COURSE INFORMATION	6
ii. COURSE INTRODUCTION AND DESCRIPTION.....	6
iii. COURSE PREREQUISITES.....	6
iv. COURSE RESOURCES.....	7
v. COURSE OBJECTIVES AND OUTCOMES.....	7
vi. ACTIVITIES TO MEET COURSE OBJECTIVES.....	7
vii. TIME (To Complete Syllabus/Course).....	8
viii. GRADING CRITERIA AND SCALE.....	8
ix. COURSE OUTCOMES.....	8
COURSE STRUCTURE AND OUTLINE	9
MODULE 1 Indices and Logarithms	14
Study Session 1 Indices	14
Study Session 2 Logarithm	18
Study Session 3 Ratios	23
Study Session 4 Percentages	26
MODULE 2 Concepts of simple and compound interest, annuity, present value and discount	29
Study Session 1 Simple Interest	29
Study Session 2 Compound Interest.....	33
Study Session 3 Annuity	37
Study Session 4 Present Value of Investments.....	43
Study Session 5 Sinking Fund	49
Study Session 6 Amortization.....	52
Study Session 7 Return on Capital Invested.....	55

Study Session 8 Discounted Cash flow	59
MODULE 3 Equations	63
Study Session 1 Linear Equations	63
Study session 2 Simultaneous Equations	67
Study Session 3 Quadratic Equations	71
Study session 4 Factorization and Formula	73
Study Session 5 Inequality	77
MODULE 4 Matrix and Order of Matrices	81
study Session 5.1 Matrix	81
Study Session 2 Matrix Algebra (Addition and subtraction of matrices)	87
Study Session 3 Scalar Multiplication of Matrices	90
Study Session 4 Matrix Multiplication	95
MODULE 5 Graphs	101
Study session 1 Linear Graphs	Error! Bookmark not defined.
Study Session 2 Quadratic Graphs	106
Study Session 3 Word problems	110
Study Session 4 Words Problems (Quadratic Equations)	113

COURSE STUDY GUIDE

i. COURSE INFORMATION

Course Code: BAM 112

Course Title: Business Mathematics I

Credit Units: 3 Credit Units

Year of Study: 1

Semester: First

ii. COURSE INTRODUCTION AND DESCRIPTION

Business Mathematics I is a one – semester course for students offering a course in Business Administration at the ND level. It is a 3 unit course consisting of 26 study session. Each session is supposed to be covered in three hours. It is a core course. This Course Guide tells you briefly what the course is about, what course material you will be using and how these materials would be used. It also highlights issues of timing for going through these study sessions, and explains the activities. There are supposed to be tutorials attached to this course and taking advantage of this will bring you into contact with your tutorial facilitator which will enhance your understanding of the course.

The overall aim of this course on Business Mathematics I is to explore and explain the basic arithmetical and numerical skills required in daily business. This is done to broaden your knowledge on the issues of mathematical literacy.

During this course you will learn about different aspect of business mathematics, investment appraisal, matrices, graphs, permutation and combination amongst others.

iii. COURSE PREREQUISITES

You are required to have the following to be qualified for this course.

1. 5 credits in “O” level certificate
2. Successful completion of ND 2 in any related course
4. Satisfactory level of English proficiency
5. Basic Computer Operations proficiency
6. Online interaction proficiency

iv. COURSE RESOURCES

Study modules

Study sessions

Further readings

You tube videos

Activities and Tutor-marked Assignments

v. COURSE OBJECTIVES AND OUTCOMES

To achieve the aims set out above the overall course objectives. In addition, each study session also has specific objectives. These objectives are always included at the beginning of a session. You are advised to refer to them as you study each session both at the beginning and end of the session to ensure that you check your progress and that you have done what is required of you by the session.

vi. ACTIVITIES TO MEET COURSE OBJECTIVES

In order to achieve the set overall course objectives, each session has specific learning outcome. The learning outcomes are always included at the beginning of each session. You are advised to refer to them as you study each session both at the beginning and end. You should ensure that you check your progress and that you have done what is required of you by the session.

You are also required to read all the study session and recommended materials and other current materials on the Internet. In session in this course consists of activities to test your understanding from time to time. At a point in your course, you are required to submit assignments for assessment purposes. At the end of the course, is a final examination. Below you will find listed all the components of the course, what you have to do and how you should allocate time to each session in order to meet up with the required timing.

You are also expected to form a group. Each group member should have functional email address and a phone numbers for communication purposes so that you can chats, interact and share ideas with each other.

You must succeed.

vii. TIME (To Complete Syllabus/Course)

Duration of tutoring is 13 Weeks and you shall be expected to put in a minimum of 3-hour study time weekly.

viii. GRADING CRITERIA AND SCALE

Grades will be based on the following:

Individual assignments/test (CA 1, 2 etc.)

Group assignments (GCA 1, 2 etc.)

Discussions/Quizzes/Out of class engagements etc. Semester

Examination

TOTAL

ix. COURSE OUTCOMES

Understand the use of simple and basic arithmetic in organization• Develop the use of mathematics in daily businesses.

Please Contact NBTE for the Complete Courseware