Faculty: Dr. Angela Xia Liu
Email: xliu44@uncc.edu
Office: Friday Building 250B
Phone: (704) 687-1794
Course Website: Canvas (canvas.uncc.edu)
Virtual Office Hours: Tue. & Thur.: 9am to 10am (Friday 250B) and by appointment
(In most cases, the best time to talk to me would be right after each class.)

My preferred method of contact is by email. I will respond to all emailed questions within 24 hours Mon-Fri. I do not respond to emails over the weekend.

This syllabus contains the policies and expectations I have established for MKTG 3228. Please read the entire syllabus carefully before continuing in this course. These policies and expectations are intended to create a productive learning atmosphere for all students. Unless you are prepared to abide by these policies and expectations, you risk losing the opportunity to participate further in the course.

Course Description:
This course is an introductory analytics course for students interested in cutting-edge techniques for marketing decision modeling and business research. It focuses on helping students develop quantitative analytical skills valuable for a wide range of business fields, especially on marketing strategies and tactics. As with the new developments of information technology and advancements in analytical tools, the marketing profession is witnessing a shift away from intuitive decision making to data-analytics based decisions. Companies are increasingly competing on analytics and are in need for people with both managerial expertise and analytical skills. This course intends to help students develop these skills. It covers a variety of analytical models and focuses on their applications to real-world marketing decision problems.

This course is designed to help students move from qualitative marketing to quantitative marketing, at the same time, it is also designed for students who have already acquired basic data analytics skills. It not only introduces students to a variety of marketing decision models, but also teaches them how to estimate these models using statistical software (Excel) and how to apply them for decision recommendations. Specifically, this course will introduce a variety of quantitative models to improve marketing decision making in such areas as market response, customer segmentation, customer targeting, brand positioning, as well as pricing and promotion decisions.

Prerequisites:
An introductory class in statistics/regression and working knowledge of MS Excel. Experience in
any form of computer programming is always a plus but not required. However, the single most important prerequisite for the class is a positive attitude towards learning.

Students are expected to have basic computer skills including using the Internet, specifically, the Web. Students should be able to interact with the course site and resources in Canvas (posting to Canvas discussion board, submitting assignments, etc.). We will be using Microsoft Excel, Excel Solver, and the Analysis Toolpak. The minimal technical skills required include the ability to:

- organize and save electronic files
- find and use web resources
- use email and attach files
- check email and Canvas daily
- download and upload documents via email and Canvas
- prepare reports using a word processor
- create and modify spreadsheets in Microsoft Excel
- use basic spreadsheet functions and manipulate data.

**Class Hours:**

Tue. & Thur. 10:00am – 11:15am (Session 001)
Tue. & Thur. 11:30am – 12:45pm (Session 002)

This class is listed as an In-person class, so by definition, class attendance is mandatory. If you cannot attend the majority of the class, there will be a very slim chance that you can pass this class.

**Course Objectives and Approach:**

This is a hands-on and application-orientated course embracing the principle of learning by doing. Each analytic model that we cover has software (Excel) implementation, and a problem/case whose resolution can be enhanced through the use of data. Our emphasis will be on applications and interpretation of the results for making business/policy decisions. After having successfully completed this course, students will be able to

- execute analytics projects implementing industry’s best practices
- assess the suitability of different statistical tools used in marketing analytics
- apply basic analytics methods using spreadsheet software
- evaluate the validity of the results generated by the methods
- interpret analysis results and use them to support managerial decision making

The content of the course is covered through lectures and the students’ own efforts. Materials presented in class are a blend of the topics covered in the textbook and other sources.

**Textbooks & References:**

- **Textbook:**
  
  *Note:* We will be using Cengage’s MindTap for this course, which is an interactive learning program provided by the publisher. Note that MindTap includes an online textbook. I suggest you just purchase your MindTap access for this book and get the eBook for free. The details about how to install and register yourself in this software are provided in Appendix to this syllabus. **
**Please go to the Start Strong webpage, which shows you how to register for MindTap and access their course materials. Alternatively, we have more links in appendix 2. If you still have problem after navigating those pages, the best course of action is for you to go to www.cengage.com/support, submit a ticket and then call 1-800-354-9706 for assistance.**

- **Software**
  You will need access to the Microsoft Excel 2016, with “Data Analysis ToolPak” properly installed. Note: It is your responsibility to have the software ready before Sep. 6th. The details about how to install this software are provided in Appendix to this syllabus.

- **Course material**
  Presentation slides and other course materials will be available for download from your personal UNCC Canvas account, accessible at http://canvas.uncc.edu/ for all registered students. Course material will be posted periodically on the course page (UNCC Canvas) as we progress through the course. All the grades on homework and exams will be available on your Canvas account. Student are required to check their UNCC email ID and Canvas for important notifications.

### Grading Scale:

<table>
<thead>
<tr>
<th>Evaluation</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework Assignments</td>
<td>300</td>
</tr>
<tr>
<td>Attendance</td>
<td>180</td>
</tr>
<tr>
<td>Exam I</td>
<td>100</td>
</tr>
<tr>
<td>Exam II</td>
<td>100</td>
</tr>
<tr>
<td>Final Exam</td>
<td>300</td>
</tr>
<tr>
<td>Excel Data Analyses ToolPak Installation</td>
<td>10</td>
</tr>
<tr>
<td>Registration for MindTap</td>
<td>10</td>
</tr>
<tr>
<td>Bonus points for finishing all the required works on time</td>
<td>Proportional to number and quality of postings</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1000+</td>
</tr>
</tbody>
</table>

**Homework Assignments (30%)**: There will be 6 exercises throughout the semester. In each exercise, students are expected to solve specific marketing analytics problems relevant to corresponding lectures.

**Attendance (18%)**: You are expected to go over all the course materials and actively participate in class discussions. Class participation (both quality and frequency) accounts for 18% of your final course grade and is used to reward students for positively contributing to the class learning environment. Poll everywhere will be used to sample students’ attendance. Details will be
discussed in class.

- 1% for introduce yourself.
- 3% for rewarding (finish all the checkup questions on time and actively participate in class sessions)
- 14% for Weekly Checkup Questions

**Individual Exams (50%):** The exams will be conducted during class session. The exams will cover short exercises pertaining to each topic covered and will be similar in spirit to the case studies/exercises covered in the class. The exams are close book, close notes, and close internet.

- Exam I and Exam II will be given during regular class meeting time. The final exam will be administered according to the UNCC Final Examination Schedule. Exams will be closed book and closed notes. Students are allowed to use a financial calculator and a letter-sized piece of paper with formulas and notes (you may use both sides of the paper).
- Note that these exams are timed, and it is urged that you study the required materials carefully before the exam. You are given 60 minutes to complete the Exams I and II, and 120 minutes for final Exam.
- Make-ups for exams may be requested for valid excuses only. All excuses must have verifiable documentation. Foreseeable excuses (e.g. athletes on traveling squads) must be documented and requests be received at least one week in advance of the exam. If you miss the final exam for a legitimate reason, you will be given an “Incomplete” and a makeup final will be arranged accordingly. A student missing a test with an unexcused absence will receive a score of zero.
- Exams have to be your individual work and any form of collaboration is not allowed. Sharing, emailing, or copying answers will be considered academic misconduct. Any exams not taken on the scheduled day require a written note (e.g., doctor’s note) certifying your inability to take the exam on the scheduled date and time.
- Exams will cover homework and lecture notes consistent with the tentative class schedule. The format of the exams will be multiple-choice and will include conceptual (e.g., non-mathematic) problems as well as problem-solving and numeric manipulation.

**Turning in Homework and Projects:** All written projects and assignments should be submitted electronically via canvas on the due date. 20% of the assigned grade will be deducted for the late assignments per day.

**Grading scale:**

Your overall numerical grade will be rounded to the nearest integer and then converted to a letter grade according to the following table. Once the course grades are released, requests without clear evidence for a change would be denied.

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td>Range of Numerical Grade</td>
<td>90+</td>
<td>[80, 89]</td>
<td>[70, 79]</td>
<td>[60, 69]</td>
<td>&lt; 60</td>
</tr>
</tbody>
</table>

**When You Need Help**

Please reach out to me if you have any questions about course material or difficulties with the
concepts. This includes questions during class, office hours or appointments, by e-mail, before you hand in assignments, and after you receive your grade. I am on your team. Your preparation and willingness to interact with me really helps to keep us on track and in tune with each other during the lecture sessions.

**Tentative Teaching Schedule:**

- This is a loose and tentative schedule and the instructor reserves the right to change it according to course development and student progress.

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic</th>
<th>Chapter</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/23/2022</td>
<td>Course Intro, get familiar with course platform</td>
<td>Chapter 1</td>
<td></td>
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<tr>
<td></td>
<td>8/25/2024</td>
<td>Strategic Thinking &amp; Marketing Analytics</td>
<td>Chapter 2</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>8/30/2022</td>
<td>Descriptive statistics I: Data and distributions</td>
<td>Chapter 2</td>
<td></td>
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<tr>
<td></td>
<td>9/1/2024</td>
<td>Descriptive statistics II: Location, variability + correlation</td>
<td>Chapter 2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>9/6/2022</td>
<td>Computer Lab: Descriptive statistics</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>9/8/2024</td>
<td>Marketing Metrics</td>
<td>Chapter 3</td>
<td></td>
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<tr>
<td>4</td>
<td>9/13/2022</td>
<td>Data Visualization I</td>
<td>Chapter 3</td>
<td></td>
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<tr>
<td></td>
<td>9/15/2024</td>
<td>Data Visualization II</td>
<td>Chapter 3</td>
<td></td>
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<tr>
<td>5</td>
<td>9/20/2022</td>
<td>Computer Lab: visualization</td>
<td></td>
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<td></td>
<td>9/22/2024</td>
<td>Exam I</td>
<td>Chapter 2</td>
<td></td>
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<tr>
<td>6</td>
<td>9/27/2022</td>
<td>Segmentation and Targeting, Cluster Analysis</td>
<td>Chapter 5</td>
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<tr>
<td></td>
<td>9/29/2024</td>
<td>Cluster Analysis</td>
<td>Chapter 5</td>
<td></td>
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<tr>
<td>7</td>
<td>10/4/2022</td>
<td>Association rules</td>
<td>Chapter 5</td>
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<td></td>
<td>10/6/2024</td>
<td>Text Mining</td>
<td>Chapter 5</td>
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<tr>
<td>8</td>
<td>10/11/2022</td>
<td>Computer Lab: Cluster Analysis</td>
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<td></td>
<td>10/13/2024</td>
<td>Student Recess - No Classes</td>
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<tr>
<td>9</td>
<td>10/18/2022</td>
<td>Linear Regression I: Least squares</td>
<td>Chapter 7</td>
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<td></td>
<td>10/20/2024</td>
<td>Exam II</td>
<td></td>
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<tr>
<td>10</td>
<td>10/25/2022</td>
<td>Linear Regression II: Multiple linear regression + Inference</td>
<td>Chapter 7</td>
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<td></td>
<td>10/27/2024</td>
<td>Computer Lab: Linear Regression</td>
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<tr>
<td>Chapter</td>
<td>Date</td>
<td>Topic</td>
<td>Notes</td>
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<td>--------------------------------------------</td>
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<tr>
<td>7</td>
<td>11/1/2022</td>
<td>Linear Regression III: Categorical var.</td>
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<td>11/3/2024</td>
<td>Linear Regression IV: Nonlinearities +</td>
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<td></td>
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<td>transformations</td>
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<tr>
<td>8</td>
<td>11/8/2022</td>
<td>Computer Lab: Linear Regression2</td>
<td>HW 5</td>
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<tr>
<td></td>
<td>11/10/2024</td>
<td>Time Series I: Forecast accuracy</td>
<td></td>
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<tr>
<td>8</td>
<td>11/15/2022</td>
<td>Time Series II: Moving averages and</td>
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<td></td>
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<td>exponential smoothing</td>
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<tr>
<td></td>
<td>11/17/2024</td>
<td>Time Series III: Regression analysis +</td>
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<td></td>
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<td>Serial correlation</td>
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<tr>
<td>8</td>
<td>11/22/2022</td>
<td>Self-Study and Online office hours</td>
<td></td>
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<tr>
<td></td>
<td>11/24/2024</td>
<td>Thanksgiving Break - No Classes</td>
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<tr>
<td></td>
<td>12/1/2024</td>
<td>Review Session</td>
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<tr>
<td>8</td>
<td>12/6/2022</td>
<td>Self-Study and Online office hours</td>
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<td></td>
<td>TBD</td>
<td>Final Exam</td>
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**Covid Related Policies:**

**Face Covering in Classroom:**

- Face masks are **optional** on UNC Charlotte’s campus. This includes classrooms and other academic spaces. This follows the UNC System issued-guidance that makes face masks optional in all indoor settings on all campuses of the System, sent on Feb. 25.

- If you are unvaccinated or at high risk for complications, you are still strongly encouraged to wear a mask.

- Please note: Federal and state regulations still require a face mask in the Student Health Center.

- Even with this guidance, **you are encouraged to wear a mask to further reduce the risk of infection to yourself and others, especially when you are in close proximity to others in confined spaces.** For example, this may include in hallways, in elevators, when waiting in line in buildings or in residential community spaces.

- Masks are available for pick up in the Popp Martin Student Union, Atkins Library and the Career Center for individuals who wish to wear one.

**Other Course Policies:**

**Syllabus Revision:**
The standards and requirements set forth in this syllabus may be modified at any time by the course instructor. Notice of such changes will be by announcement in class, or by written or email notice, or by changes to this syllabus posted on the course website at https://canvas.uncc.edu.

Classroom Conduct:

I will conduct this class in an atmosphere of mutual respect. I encourage your active participation in class discussions. Each of us may have strongly differing opinions on the various topics of class discussions. The conflict of ideas is encouraged and welcome. The orderly questioning of the ideas of others, including mine, is similarly welcome. However, I will exercise my responsibility to manage the discussions so that ideas and argument can proceed in an orderly fashion. You should expect that if your conduct during class discussions seriously disrupts the atmosphere of mutual respect I expect in this class, you will not be permitted to participate further.

Canvas Analytics

This course uses Canvas, which provides the instructor with analytics and data on student engagement with the Canvas page, including page views, participation, submissions, timeliness, etc. I will be monitoring student activities on Canvas to ensure successful engagement and participation in the course. If I notice that a student's activities on Canvas indicate issues with pedagogically appropriate engagement, I may reach out to the student to discuss improving course engagement and participation.

Revisions:

Revisions of all major writing assignments must be completed and submitted no later than 2 weeks after feedback has been returned.

Recording in the Classroom

Electronic video, image capture, and/or audio recording is not permitted during class, whether conducted in person or online, unless the student obtains permission from the instructor. If permission is granted, any distribution of the recording is prohibited. Students with specific electronic recording accommodations authorized by the Office of Disability Services do not require instructor permission; however, the instructor must be notified of any such accommodation prior to recording. Any distribution of such recordings is prohibited.

Feedback:

Typically, feedback will be returned within one week for small assignments and two weeks for larger papers.

Academic Integrity:
All students are required to read and abide by the Code of Student Academic Integrity. Violations of the Code of Student Academic Integrity, including plagiarism, will result in disciplinary action as provided in the Code. Students are expected to submit their own work, either as individuals or contributors to a group assignment. Definitions and examples of plagiarism and other violations are set forth in the Code. The Code is available from the Dean of Students Office or online at: http://legal.uncc.edu/policies/up-407. Faculty may ask students to produce identification at examinations and may require students to demonstrate that graded assignments completed outside of class are their own work.

Course Credit Workload:

This 3-credit course requires 3 hours of classroom or direct faculty instruction a week and 6 hours of out-of-class student work each week for approximately 15 weeks. Out-of-class work may include but is not limited to: required reading, library research, written assignments, and discussion posts.

Non-Discrimination:

All students and the instructor are expected to engage with each other respectfully. Unwelcome conduct directed toward another person based upon that person’s actual or perceived race, actual or perceived gender, color, religion, age, national origin, ethnicity, disability, or veteran status, or for any other reason, may constitute a violation of University Policy 406, The Code of Student Responsibility. Any student suspected of engaging in such conduct will be referred to the Office of Student Conduct.

Diversity

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.

Disability accommodations

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office in Fretwell 230.

Title IX:

Title IX UNC Charlotte is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these incidents, know that you are not alone. UNC Charlotte has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more. Please be aware that
many UNC Charlotte employees, including all faculty members, are considered Responsible Employees who are required to relay any information or reports of sexual misconduct they receive to the Title IX Coordinator. This means that if you tell me about a situation involving sexual harassment, sexual assault, dating violence, domestic violence, or stalking, I must report the information to the Title IX Coordinator. Although I have to report the situation, you will still have options about how your case will be handled, including whether or not you wish to pursue a formal complaint. Our goal is to make sure you are aware of the range of options available to you and have access to the resources you need. If you wish to speak to someone confidentially, you can contact any of the following on-campus resources, who are not required to report the incident to the Title IX Coordinator: (1) University Counseling Center (counselingcenter.uncc.edu, 7-0311); (2) Student Health Center (studenthealth.uncc.edu, 7-7400); or (3) Center for Wellness Promotion (wellness.uncc.edu, 7-7407). Additional information about your options is also available at titleix.uncc.edu under the “Students” tab.

**Religious Accommodation:**

Students who, acting in accordance with this Policy, miss classes, examinations or other assignments because of a religious practice or belief must be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a [Request for Religious Accommodation Form](#) to their instructor prior to the census date for enrollment for a given semester. The census date for each semester (typically the tenth day of instruction) can be found in [UNC Charlotte’s academic calendar](#).

**Student Grievances:**

Student Grievances Students enrolled in courses at the University of North Carolina at Charlotte who would like to file a complaint regarding their experience may do the following: 1. Refer to the UNC Charlotte Student Grievance Procedure. Students may also contact UNC Charlotte’s regional accrediting agency, the Southern Association of Colleges and Schools Commission on Colleges. 2. Students residing outside of North Carolina while attending UNC Charlotte may file a complaint in their state of residence. As required by federal regulations, students are directed to the list of resources here, compiled and updated by the State Higher Education Executive Officers.

**Withdrawals:**

Students are expected to complete all courses for which they are registered at the close of the add/drop period. If you are concerned about your ability to succeed in this course, it is important to make an appointment to speak with me as soon as possible. The University policy on withdrawal allows students only a limited number of opportunities available to withdraw from courses. It is important for you to understand the financial and academic consequences that may result from course withdrawal.

**Incompletes:**
The grade of I is assigned at the discretion of the instructor when a student who is otherwise passing has not, due to circumstances beyond his/her control, completed all the work in the course. The missing work must be completed by the deadline specified by the instructor, and no later than 12 months. If the I is not removed during the specified time, a grade of F, U, or N, as appropriate is automatically assigned. The grade of I cannot be removed by enrolling again in the same course, and students should not re-enroll in a course in which they have been assigned the grade of I. University policy addressing Incompletes.

**Student Support:**

**Disability Support Services:**

Students in this course seeking accommodations to disabilities must first consult with the Office of Disability Services and follow the instructions of that office for obtaining accommodations. The Office of Disability Services works with current undergraduate and graduate students along with prospective students to ensure equal access to UNC Charlotte's campus and educational programs.

All services are dependent upon verification of eligibility. Once approved for services, students receive accommodations which are based upon the nature of an individual's disability and documented needs. Students are strongly encouraged to register or check-in for their accommodations with a Disability Services counselor as soon as they have registered for classes. Accommodations are not retro-active and will not begin until the student notifies his or her faculty by providing the Letter of Accommodation.

Please visit the Office of Disability Services at for additional resources, email questions to disability@uncc.edu, or call 704-687-0040 (tty/v) for more information.

**Student Support Services:**

Be sure to take advantage of the wealth of resources and support available at UNC Charlotte. Some of the resources available to you include the University Writing Resource Center, University Counseling Center, and the J. Murrey Atkins Library.

- University Center for Academic Excellent (UCAE) | (704) 687 7837 | uncc- ucae@uncc.edu
- University Writing Resources Center (WRC) | 704-687-1899 | wrchelp@uncc.edu
- Veteran Student Services | 704-687-5488 | veteranservice@uncc.edu
- University Counseling Center | 704-687-0311
- Multicultural Resource Center | 704-687-7121 | mrc@uncc.edu
- List of computer labs on campus
- Atkins Library Laptop Lending program
APPENDIX 1
Installing the Analysis ToolPak in Excel for Mac Users

Analysis tool pack is the “add in” in excel, which is required to perform statistical analysis. You can install this add in by performing the following steps.

Open a blank excel sheet.

Now go to the Tools dropdown and select Excel Add-ins.....
Pressing “Excel Add-ins” will open Add-ins window

In the Add-ins window check the ‘Analysis ToolPak’ box and press OK
To confirm that you have successfully installed the “Analysis TookPack”, go to the Data Tab and look for Data Analysis option on the upper right corner of the excel sheet. If you see the Data Analysis button that means you have successfully installed the package.

Now press Data Analysis button and explore various statistical analysis options in the Data Analysis window.
Installing the Analysis ToolPak in Excel for Windows Users

Analysis tool pack is the “add in” in excel, which is required to perform statistical analysis. You can install this add in by performing the following steps.

Open a blank excel sheet and press file.

Now press options.
Pressing “options” will open Excel Options window

In the excel options window press Add-ins
A new window will open. In this window select “Analysis ToolPak” as shown below.

A new window named as “Add-ins” will open up. Check all the boxes and press OK.
To confirm that you have successfully installed the “Analysis ToolPak”, go to the Data Tab and look for Data Analysis option on the upper right corner of the excel sheet. If you see the Data Analysis button that means you have successfully installed the package.

Now press Data Analysis button and explore various statistical analysis options in the Data Analysis window.
Registering yourself on MindTap

The weblinks below will guide you through the steps to create an account with MindTap and install the application in your mobile phones or laptops

A downloadable, step-by-step registration guide and a short video on how to register with MindTap.
https://www.cengage.com/student-training/mindtap/canvas/ia-no/

MindTap on Canvas Student Quick Start Guide

LMS MindTap Student Brief Start Guide

MindTap Registration and Login
https://play.vidyard.com/m52vRVVKTAor2M5PCFMQ9S

Student Guide to the MindTap Mobile App on iPhone