Course: MGMT 1053, Business Foundations, Fall 2016

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Section/Day/Time/Location:
Section 001, M 6-8:50, Lindner 112
Section 002, MWF 4:40-5:35, Lindner 112
Section 003, MWF 11:15-12:10, Rec Ctr 3240

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PACE Leaders:
Please see Blackboard for PACE Leader list with contact information.

Course Description
This course seeks to build foundational understandings of business, as well as the skills necessary to thrive within the business world and as a business student. It is designed for students transferring or transitioning into the College of Business or exploring links between business and non-business specializations. The course provides an acclimation to the Lindner College of Business’s PACE framework by emphasizing professionalism, academics, character and engagement with a focus on business networking, professional ethics, and the core business disciplines.

Course Objectives

The learning objectives for this course are designed to closely align with the Lindner College of Business PACE guiding principles in order to help develop the complete business professional:

- **Professionalism:** Students will acquire and refine the soft skills necessary to effectively lead and perform in business and social situations. This course will also provide a solid knowledge base in the practice of business to help students in determining their career path.

- **Academics:** Students will gain a breadth and depth of knowledge of business functions and general education, developing and applying strong analytical and problem-solving skills. This course will provide students with an understanding of the major business disciplines.

- **Character:** Students will build a solid base of mental and cultural competencies necessary to contribute to their organizations, professions, and the global community. This course will provide a foundation of business ethics, social entrepreneurship, and civic engagement.

- **Engagement:** Students will understand the importance of commitment to and active participation in experiences valued in their professional fields and for personal growth and development. This course will provide opportunities for students to learn about, and participate, in specific student engagement avenues.
Course Textbook
To reduce costs for students, this course uses a digital textbook (Ferrell, O.C., Hirt, G., & Ferrell, L., 2017. M: BUSINESS. 5th ed. McGraw-Hill/Irwin) that is paired with McGraw-Hill’s Connect program. Once you log on to the course in Blackboard, you will be promoted to register for Connect online. If it is necessary for financial aid purposes to purchase your digital book through the university bookstore, use ISBN 9781260018479.

Electronic Devices & Kahoot
Students are required to bring an electronic device (smartphone, tablet, or laptop) to each class for purposes of group work on the Big Idea Project as well as in-class Kahoot tournaments. Electronic devices are permitted in class exclusively for these purposes. Kahoot tournaments are intended to reinforce in-class learning and do not count toward a student’s grade.

Class Attendance
Students are strongly encouraged to attend all class sessions, particularly as part of each student’s grade is based upon active engagement and involvement, both individually and as part of their PACE Team.

Grade Disputes
Students who wish to dispute a grade must submit for consideration a written dispute to the instructor explaining the rationale for a different grade within one week of the grade being posted to Blackboard. Students have 48 hours to submit a written dispute for the final course grade.

Late Assignments
Assignments submitted late for any purpose other than a pre-approved reason permitted by university policy will be assessed a penalty of a 20% grade reduction for each day that it is late. Assignments submitted beyond five days of the due date will not be accepted, and missed exams cannot be retaken.

Syllabus Changes
This syllabus, and included course schedule, is tentative and subject to change. The instructor will notify students as far in advance as possible of any changes. It is your responsibility to check Blackboard, e-mail and to attend class in order to stay apprised of any changes that may occur.

Additional Course Policies
1. Withdrawal/Drop. According to university policy, you must drop the course by the date stated by the UC Registrar for it to not to appear on your academic record.
2. Canceled Classes. If the university cancels classes on a regularly scheduled class day, any assignments will be due on the next regularly scheduled class.
3. Incomplete. Incompletes will be given only in rare cases where students make arrangements in advance. Otherwise, students who do not complete all course requirements will be assigned the letter grade corresponding to the number of points they have received.
4. Academic Dishonesty. Academic dishonesty as defined by University policy (e.g., plagiarizing, cheating, etc.), will not be tolerated in any form. This policy is detailed online here: http://www.uc.edu/ucinfo/conduct.html. Any violation, including academic misconduct, will be subject to the college review process, and could result in dismissal from the program.
5. Special needs policy. If you have a disability which may influence your performance in this course, you must meet with the Disability Services Office (DSO) to arrange for reasonable accommodations to ensure an equitable opportunity to meet all the requirements of this course. If you require accommodations, contact DSO at 556-6823, Campus Location: 210 University Pavilion. You will be provided an Accommodation Form indicating your accommodation needs for the term. Please present this Form to me AS SOON AS POSSIBLE to ensure your accommodation needs are discussed and agreed upon.
Evaluation Criteria

Points & Grades
Points listed below are maximums. Grades are assigned using the scale below based upon total number of points earned throughout the course.

<table>
<thead>
<tr>
<th>Assessment Type</th>
<th>Points Possible</th>
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<tbody>
<tr>
<td>Big Idea Project</td>
<td>200 points (40%)</td>
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<tr>
<td>PACE Portfolio</td>
<td>150 points (30%)</td>
</tr>
<tr>
<td>Exams (2 @ 50 points each)</td>
<td>100 points (20%)</td>
</tr>
<tr>
<td>Chapter Assessments (5 @ 10 points each)</td>
<td>50 points (10%)</td>
</tr>
<tr>
<td>TOTAL POSSIBLE</td>
<td>500 points</td>
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</tbody>
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Final grades for the class will be assigned as follows:

- 93% - 100% = A
- 90% - 92% = A-
- 87% - 89% = B+
- 83% - 86% = B
- 80% - 82% = B-
- 77% - 79% = C+
- 73% - 76% = C
- 70% - 72% = C-
- 67% - 69% = D+
- 63% - 66% = D
- 60% - 62% = D-
- 59% and below = F

Final grades will be based strictly on your point total. For the sake of fairness to all students, no “rounding up” will occur. Please plan/prepare accordingly and do not ask for extra points to “bump up” to the next grade level. Requests for a grade bump, extra credit or a curve will be ignored.

Big Idea Project
One of the objectives of this course is to expose students to the various business fields. To achieve this, and to hone the critical skills of teamwork and professional writing, students are required to complete a business development group project. Students will be placed into PACE Teams, which will work together under the mentorship of a PACE Leader throughout the semester. Teams will also deliver a brief “elevator pitch” to the class about their business concept (professional attire is required). Complete information is available on Blackboard.

PACE Portfolio
Throughout the semester, students will be provided with various opportunities to learn about ways to personally integrate the guiding principles of PACE: professionalism, academics, character and engagement. Students must submit their individual portfolios printed in hard copy form on the due date. The PACE Portfolio document is available on Blackboard.

Chapter Assessments
Students are expected to come to class having read the textbook material in advance. As such, chapter assessments will be administered via Blackboard using the McGraw-Hill Connect program and will be due prior to the class in which those associated chapters will be covered.

Exams
A midterm and final exam will be administered via Blackboard, covering textbook and in-class material. Students are expected to complete these exams independently without assistance from other students. The final exam is not cumulative.

Course Schedule
The course schedule is available on Blackboard and is subject to change. Any schedule changes will be announced in class and also posted to Blackboard.