



Dillard College of Business Administration

Syllabus: Special Topics in Management: #Think

MGMT 4663, Section 201

Tuesday and Thursday at 2:00 pm to 3:20 pm, Dillard 177

Spring Semester 2019

Contact Information

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Office hours: Tuesday and Thursday 3:30 pm to 5:00 pm and Wednesday 11:00 am to 6:00 pm and by appointment

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Course Materials

1. Articles, Videos and Podcasts as specified during each class
2. Desire2Learn (D2L) website

Course Description

The world around us is changing at a rapid pace. Technology has accelerated this pace of change more than ever before. This course is about familiarizing ourselves with the new developments that are occurring that might significantly affect the way business is conducted. Includes use of relevant cases or incidents.

Course Prerequisite(s)

Sophomore or above Standing in business administration or consent of the instructor and chair.

Learning Goals

Competency in Speaking Within Common Business Scenarios

Students will practice their oral presentation skills in discussions on selected topics. In each discussion, students will prepare an oral presentation about the topic, such as “Alternative Cryptocurrency” or “Alternative examples of Sharing Economy” and will present the topic in class during the specified date. Assessment: the student’s ability to present their perspective will be evaluated and included in the point profile for the course. Students will be expected to actively participate in discussions and answer questions, as well as ask their own.

Competency in writing about common business scenarios

Students will write essays or reports comprised of commentaries and analyses (not summaries) over designated topics. Hence, practice of written skills occurs through these assignments.

Problem Solving and Decision-Making Abilities Through Critical Analysis, Evaluation, and Interpretation of Business Information

These critical skill areas are practiced through case applications in diagnostic and analytical skills and in cases from topics presented in class. They are assessed through the point values given for participations in these topics and the larger papers. Instruction in this skill area occurs as early assessments are reviewed and discussed with students.

Students will have an understanding of the influence of global and multicultural issues on business activities

Instruction will occur through the sections in each topic on international aspects. There will be some application of this skill area in exercises and cases. Each of these items will be assessed as part of the total class point schedule.

Students will be able to utilize available technology for common business applications

Students will practice this skill area by using word processing, data collection, and the internet. Assessment is reflected in the evaluation of the assignments

Course Policies

Attendance Policy: Students are expected to attend all class meetings for this course, following the university attendance policy. (See **Midwestern State University Undergraduate Catalog**, Volume LXXVIII, Number 1, page 78). Attendance will be recorded. Unjustified absences will be noted. So as not to disturb the class, one should not walk in and out of the classroom during the class session except for an emergency. Cell phone activity—talking, texting-- is prohibited. Distracting conversation between students sitting in proximity with each other is prohibited. Missed classes can be made up through e mail contact with the professor or with other students. See attendance and class participation section below.

Grading and Evaluation

Many different tools are used to test your degree of success at achieving the different learning goals. Here is the breakdown of points in this class.

Activity/Assignment	Points	Distribution
Class participation	100	Individual
Quizzes (5 quizzes, 20 points each)	100	Individual
1 Paper	100	Individual
Presentation	100	Individual
Total	400	

Grades will be determined on the basis of the total points earned. Letter grades will be given according to the following scale:

- A = 360-400 points
- B = 320-359 points
- C = 280-319 points
- D = 240-279 points
- F = less than 239 points

Lower Grades – I reserve the right to lower any student’s final grade two letter grades (i.e., A to C, C to F) for:

- (A) Unpreparedness in class when called upon, or,
- (B) A negative, rude, unreasonably argumentative or inattentive attitude in class, or,
- (C) Repeatedly disrupting the class for any reason, including leaving and returning to your seat during class, or text messaging, or,
- (D) NOT showing respect for fellow classmates' questions, opinions, or class presentations, or,
- (E) Excessive absences (see Attendance Policy) or,
- (F) Any academic integrity issues including any instances of plagiarism or cheating.

Individual Speaking Assignment

This assignment will test your organization and verbal communication skills. Pay attention to instructions provided in class for more details.

Academic Integrity

With regard to academic honesty, students are referred to the "Student Honor Creed" on page 19 of **Midwestern State University Undergraduate Catalog**, Volume LXXVIII, Number 1.

Plagiarism **will not** be tolerated. Any student who plagiarizes on any written assignment will receive a 0 for the assignment and/or course and be referred to the Dean of Students for further disciplinary action.

Professional Conduct

Students in this course should behave in a professional manner at all times. This includes classroom conduct, group interactions, presentations, and correspondence with the instructor. E-mails to the instructor that are not professional will be returned unanswered. This course will be run as a business: if your classroom behavior is not business like, you will be asked to leave. Behaviors considered unacceptable are:

- Showing up late
- Texting or using another small electronic device
- Sleeping
- Coming unprepared
- Using laptops for reasons other than taking notes
- Leaving early

This course is designed to teach you things the book cannot, including professional conduct. Therefore, test material will come from lectures, class activities, video clips, and the book material. DO NOT embarrass yourself with questions like:

- Did/Will I miss anything important?
- What are we doing in class today?
- Can I skip today?

These are questions you would never ask a boss. Likewise, these are questions that you should never ask an instructor.

Desire2 Learn (D2L)

This is the website for the course. Students are expected to check this website for important course information, course documents, and correspondence from the instructor multiple times per week.

Americans with Disabilities Act

This class follows the guidelines suggested by the Center for Counseling and Disabilities Services for those students who qualify for disability services. See **Midwestern State University Undergraduate Catalog**, Volume LXXVIII, Number 1, page 21.

Syllabus Change Policy

This syllabus is a general outline of material covered, learning goals, grading procedures and student performance requirements. Material covered, dates of tests, and percent of total grade may vary as necessitated by the pace material is covered and any unforeseen class interruptions such as weather cancelations, guest lectures, or instructor illness.

Participation:

Your participation in this course will be judged by your engagement in the cases we discuss in class. Thus, it is imperative to read about the topics before class and to have questions and key points prepared for the discussion. I will be recording attendance and keeping track of participation each class.

I will take attendance in the beginning of class and part of how I judge class participation is based on attendance. In addition to the physical presence of your body, I expect that you will actively participate in the many learning activities we will engage in. These include experiential learning exercises, group tasks, and class discussions. Also, it is expected that all students contribute to a healthy, productive learning environment by showing respect for one another. I will use your participation as a quantitative judgment with your grade; in other words, there is a structure of accountability to which you will be held as explained below.

I will assess specific points in this category. **Please note that any student who has 5 or more absences without proper reason (including supporting documentation) will receive a final grade of F.**

There are 24 classes that you can participate in (i.e. all lecture, activity and presentation classes not including the first day). I will grade participation for 20 of those classes. In other words- you will be graded each of the 24 days for class participation but will use your 20 best scores to count towards the final participation grade. The grading scale for each day is out of 10 points. To make this part of the evaluation as objective as possible, and more importantly, as equitable as possible, participation scores will be given for each class period based upon the following scale:

0	Not in class
3	Disrupting attention
5	Partial attention
8	Full attention (FA)
8.5	FA with contribution
9.5-10	FA with contribution demonstrating comprehension

Not in class—if you are not in a class for whatever reason your participation for that class clearly warrants a score of 0—no other evaluation can be made in such a case and still be equitable to all of those in class. Missing a class has a major impact on the invaluable learning experience that participation in class provides. However, emergencies and unexpected events do arise, and thus missing a class may be unavoidable. To allow for this reality, the final participation score (i.e., that which counts toward the final overall grade) will consist of the top twenty (20) participation scores of the student.

Disrupting attention—The most common examples of disrupting attention are repeatedly interrupting class with personal business (i.e. cell phones, walking in and out of class for restroom breaks, walking in late etc.) and excessive side discussions with classmates.

Partial attention—if you are only able to be there for a part of the class (i.e. come more than 5 minutes late or leave early or intermittently), for a reason not approved by me, again equity dictates that you receive only partial credit for participation. Other forms of partial attention include, but are not limited to, reading the newspaper, sleeping/nodding off, taking care of some other business during class time (i.e., studying for other classes), text messaging, surfing the internet, having side discussions, etc.

Full attention— involves being in class, following the discussion, but not contributing anything to it (other than your attention).

Contributions— consist of meaningful additions to the discussion. This inherently requires listening to and respecting other people's points of view (but by no means does this mean that you must agree with

them). Also, it means that you should not withhold questions for risk of looking (or feeling) stupid. Relevant questions are always a contribution. Quantity may also play a role here; your contributing to the discussion to help it move along is quite often appreciated.

If you contribute outstanding comments and insights into the class discussion, you will earn between 9.5 and 10 points.

What is participation and contribution?

- raising and answering questions
- sharing ideas, observations, and personal experiences
- pointing out relevant data
- generating potential solutions
- relating and synthesizing ideas of others
- pointing out relationships to earlier discussions
- helping others develop their views and ideas
- not being satisfied with shallow analysis and/or pat answers

A seating chart will be utilized from class 2 onwards and is determined by the seating arrangement of the teams. This grading structure means that if you are excessively absent from class, leave early often, miss key activities, are disrespectful to me or your colleagues or obstructive to smooth class participation, it will significantly affect your participation score and in turn your final grade accordingly. Because of the nature of the experiential learning in the class, attendance and participation is critical. This means you can have a raw score of between 0 and 200 points for participation. This will be halved to get a final participation grade out of 100.

Written Papers

One paper will be due from the students (due dates to be announced in class). I will instructions on paper topics and how to get them approved in class. The student is required to get a topic approved, conduct the necessary background research and then write a 3 page paper (12 point font, times new roman, double spaced, 1" margin). Each paper needs to be properly cited with an accompanying reference list. Missing the deadline for submission or not submitting at the right D2L dropbox will count as a missing assignment that cannot be made up for.

Individual Speaking Assignment

At the end of class topics to be covered, we will have presentations. In the beginning of the semester you will pick a team of 4-5 presentation partners (by week 3). You and your presentation partners will present your topic to the class during designated presentation dates given in the calendar. Topics can either be going further in depth on one of the topics we have covered or a new topic relevant to the theme of this class. All topics will have to be cleared with me before you start working on your presentations (more instruction provided in class). You will need to use as many recent cases about your topic as possible towards your point. Your presentation will be evaluated by me as well as your fellow class mates. Each person in the team will be evaluated separately as to their level of preparedness and ability to answer questions and defend their side of the debate. Each team will have 60 minutes to make their presentation (including time for any videos shown). Speaking time needs to be at least 30 of these 60 minutes equally divided amongst teammates. For 20 minutes of class time remaining, the team will then answer follow up and clarifying questions from the instructor and audience.

I welcome the opportunity to help you create the best possible presentation. If you would like me to review your presentation, please e-mail it to me, along with any specific questions you may have. You may also drop by my office to review it in person. Please send your presentation no later than 48 hours (2 working days) before your presentation to ensure that I have time for review and you have time for the changes.

Presentation Format

- Presentations will all be in class using PowerPoint or Prezi. Other visual aids can be used as necessary.
- Presentations should be professional. Appearance counts, both for the presentation and the presenter.

Presentation Submission

- Your final presentation slides must be e-mailed to me through D2L mail tool by 10am on the day of your presentation. If you have other technology needs for your presentation, please inform me at least one class period before your presentation so that the appropriate arrangements can be made.

Tentative Course Calendar

Days to be Graded	Date	Topic
	15 Jan	Syllabus and Introduction
1	17 Jan	Privacy in the digital age
2	22 Jan	Internet Monitoring
3	24 Jan	Social Entrepreneurship
4	29 Jan	Nano technology
	31 Jan	No class. Online quiz due by 11:59PM
5	5 Feb	Drones
6	7 Feb	3-D Printing
7	12 Feb	Attend International week event during class time (Mandatory)
8	14 Feb	Attention Economy, Experience Economy
9	19 Feb	The Sharing economy and Gig economy
10	21 Feb	(Off Campus site visit or Guest Lecture)
11	22 Feb	Future of Farming
12	26 Feb	Future of Meat Production
	28 Feb	No class. Online quiz due by 11:59PM
13	5 Mar	Artificial Intelligence 1
14	7 Mar	Artificial Intelligence 2
15	12 March	Implications of Pot Legalization for Business
16	14 March	Dating, Mating and Aging: effects on economies
	19 March	Spring Break
	21 March	Spring Break
	26 March	No class. Online quiz due by 11:59PM
17	28 March	Work life Balance: motivation and productivity across developed economies
18	2 April	Dealing With Diversity at work
19	4 April	Bitcoin and Block chain Technology
	9 April	No class. Online quiz due by 11:59PM
20	11 April	Presentation 1
21	16 April	Presentation 2
	18 April	Holiday Break
22	23 April	Presentation 3
23	25 April	Presentation 4
24	30 April	Presentation 5
	2 May	Last Online quiz due by 11:59PM