Course Instructor

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Office Hours

Monday   8:30-10:30
Wednesday   8:30-10:30
Virtual Office Hours 9-10 upon request
Thursday   8-9

Class Meeting Places & Times Fall 2021

Desire 2 Learn

Course/Catalog Description

Theoretical and practical examination of best practices and trends in media and community relations associated with the sport industry.

Recommended

APA Publication Manual, 6th Edition
Street and Smith's *SportBusiness Journal*

Required Technology

- MSU Texas Email Account (must be checked daily)
- Computer (Mac or Windows)
- Internet access
- Microsoft Office (Word, Excel, PowerPoint) or compatible programs
- Adobe Reader
- Web browser plugin(s) for audio and video (e.g., Quicktime)

Course Prerequisites

Knowledge

- There are no pre-requisites for this course. However, typically students should have a base in sport management, kinesiology, coaching or a related discipline prior to taking this course. However, this is not required and there are no pre-requisites for this course.
- Students should be experienced with the APA 6th edition citation format.
- Students should be familiar with the research databases available through the MSU library and have a working knowledge of the academic journals in the sport management discipline. To assist in your familiarity with these materials, see the Links & Resources tab on the course menu bar.

Technology Skills

- Must be able to use D2L, Flip Grid & ZOOM online platforms
- Must be able to Send/receive email
- Must be able to create, send, and receive Microsoft Word, Excel, or PowerPoint documents
- Must be able posting and responding to discussion boards
- Must be able downloading audio files
- Must be able uploading photos and videos to D2L
- Must be able to appropriately use internet links and websites

Communication Policies

Before you email me, make sure to follow the "Three then Me" rule. The "Three then Me" rule says that you search for your answer regarding the course in at least three other places before you email me. For example, if you have a question about an assignment, you should consult your syllabus, your grading scale or rubric, or the assignment description on D2L. Remember, check three sources before you email me your question. It is very likely you'll find the answer and not need to email me. If you don't find the answer, and need clarification, feel free to email me.

During the week, I will typically respond to your emails within 24-48 hours. Any emails received over the weekend will receive a response no later than Tuesday by noon.

Student Email Usage

You are required to use your MSUTexas email address for **all** correspondence during this course. Check that your MSU Texas email address is the one listed in your Desire 2 Learn Personal Information. Using your MSU Texas address ensures your privacy. If you have a different email account, you can forward your MSU Texas email to that account, but I will only send and respond to e-mails sent from a MWSU address. Please make sure to include your name on any email that you send. You are required to check your MSU Texas email a minimum of 3 days per week.

Netiquette

Communication online is different than that of face to face classes. Your fellow students can't see your facial expression, hear you giggling, or notice your gestures. All of these elements significantly add to face to face communication. So, please keep this in mind when you are commenting on others ideas, giving constructive criticism on a writing project, or just interacting with the class in general. You are expected to treat others in this class with the utmost respect and professionalism. If you're new to the online environment or if you have never taken time to learn about social rules for politeness and mutual respect in the virtual world, you should educate yourself netiquette.

Although you are not face to face, you can create lasting friendships in the online environment and can certainly serve as support systems for each other as we progress through the session. You may also want to think about the fact that just because individuals take an online course, it doesn't mean that they are necessarily at a distance from each other. During your introductions, take a minute to let others know where you're located (but not your specific address). You may find that you live near each other and could meet to work on projects, chat about the course, etc.

Also, think about the many ways that you can collaborate and interact with the others in class. Besides a blog and the discussion board, you can send email, make phone calls, meet in a chat room, trade your papers via email or file exchange, etc. Feel free to interact! I want you to be interactive with each other.

Conceptual Framework Overview

The outcomes for graduates of professional programs are based upon knowledge, skills, and dispositions in the following elements:

- **Learning Environment – Graduates of West College of Education (GWCOE) create challenging, supportive, and learner-centered environments in diverse settings**
- **Individual Development - GWCOE demonstrate knowledge of individual differences in growth and development**
- **Diverse Learners - GWCOE recognize the value and challenges of individual differences:**
- **Reflection - GWCOE engage in individual and group reflection to improve practice.**
- **Collaboration, Ethics, Relationships - GWCOE develop positive relationships, use collaborative processes, and behave ethically.**
- **Communication - GWCOE communicate effectively both verbally and nonverbally through listening, speaking, reading, and writing.**
- **Professional Development - GWCOE actively engage in continuous learning and professional development.**
- **Strategies and Methods - GWCOE use a variety of instructional strategies aligned with content to actively engage diverse learners.**
- **Content Knowledge - GWCOE demonstrate mastery of the content area(s) and remain current in their teaching fields.**
- **Planning Process - GWCOE demonstrate effective planning as part of the instructional cycle.**
- **Assessment - GWCOE demonstrate formative and summative techniques to plan, modify, and evaluate instruction.**

Assignment Completion Policy

Assignments and activities must be completed according the instructions provided with each assignment. Failure to follow the instructions will result in an automatic grade of "F" for the assignment.

General Preparation and Submission of Course Assignments and Projects Policies

Unless otherwise noted, all assignments must be submitted using block paragraph format. This means that each assignment should be typed with single line spacing. You should only double space between paragraphs. You should not indent paragraphs. You should use 11 or 12 point font in Arial or Times New Roman.

You must cite and provide references in APA format (7th edition). Failure to do so will result in at least one letter grade reduction

You must cite quality academic sources in your assignments. This means more than 90% of your references should stem from refereed/peer reviewed sources. For information on the difference between a quality academic source and a popular press source, consult the course information module for an explanatory paper.

You must write using proper sentence structure and grammar. You must proofread your work and use proper spelling and punctuation. Spell check is not always sufficient. Failure to use proper grammar, spelling, and punctuation will result in a grade reduction. Assignments submitted with incomplete and run-on sentences will receive an automatic grade reduction.

All sources used in your assignments must appear on the reference page. All sources on the reference page must have appeared in the assignment. Failure to do so will result in an automatic "F."

All work must be original work and performed by each individual student. All group work must be original work by that group and performed by your group.

Assignments are graded on the basis of your adherence to the specified requirements, professional appearance, and organization of material, clarity of writing style, justification and support for your ideas, your creativity, and the comprehensiveness of the work. You should also use headings and subheadings when organizing projects and audits.

By logging onto Desire 2 Learn and by submitting each assignment, you are certifying that your work is original and that you are the individual that enrolled in the course.

Objectives

Students will:

1. Gain knowledge and skills in the general use of grant writing within sports related positions.
2. Gain knowledge and skills necessary for the development of grant writing and avenues that may be utilized in promotion of self, program and/or organization.
3. Gain understanding and knowledge of the importance of networking and positive community relations for a program/school/organization.

Assessment

Tentative Course Calendar

Module 1

August 23rd – September 7th

Create: The proposal Summary & Problem Statement (100 pts)

Module 2

September 8th – October 4th

Create: The Program goals and Objectives (100 pts)

Module 3

October 5th- November 8th

Create: Methods & Evaluation (100 pts)

Module 4

November 9th – December 1st

Create: Project Budget, Current Annual Budget, and Future Budget & References (100 pts)

A=91%	364-400
B=80%	320 - 363
C=70%	280 - 319
F<70%	0 - 279

Assignment Deadlines

Any D2L assignments must be turned in by the time designated on the day they are due unless otherwise stated. No late assignments will be graded. Assignments are due on the due date and time indicated in D2l.

Plagiarism Statement

"By enrolling in this course, the student expressly grants MSU a 'limited right' in all intellectual property created by the student for the purpose of this course. The 'limited right' shall include but shall not be limited to the right to reproduce the student's work product in order to verify originality, authenticity, and educational purposes." from Student Handbook

Important Dates

Last day for term schedule changes: Aug 23-26 Check dates on Academic Calendar.

Deadline to file for graduation: October 4th Check date on Academic Calendar.

Last Day to drop with a grade of "W:" October 25thCheck date on Academic Calendar.

Refer to: Drops, Withdrawals & Void

COVID

Scientific data shows that being fully vaccinated is the most effective way to prevent and slow the spread of COVID-19 and has the greatest probability of avoiding serious illness if infected in all age groups. Although MSU Texas is not mandating vaccinations in compliance with Governor Abbott's executive orders, we highly encourage eligible members of our community to get a vaccination. If you have questions or concerns about the vaccine, please contact your primary care physician or health care professional. Given the recent rise in cases, individuals are also strongly encouraged to wear facial coverings when indoors among groups of people, regardless of vaccination status. Although MSU Texas is not currently requiring facial coverings, they have been an effective strategy in slowing the spread.

Online Computer Requirements:

Taking an online class requires you to have access to a computer (with Internet access) to complete and upload your assignments. It is your responsibility to have (or have access to) a working computer in this class. *Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.* Computers are available on campus in various areas of the buildings as well as the Academic Success Center. **Your computer being down is not an excuse for missing a deadline!!** There are many places to access your class! Our online classes can be accessed from any computer in the world that is connected to the internet. Contact your instructor immediately upon having computer

trouble. If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into D2L**.**

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exists in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to Disability Support Services.

College Policies

Campus Carry Rules/Policies
Refer to: Campus Carry Rules and Policies

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by MSU. Adult student may smoke only in the outside designated smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University
MSU Catalog

Notice

Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.