

BUSN260 International Business Classroom
Spohr
Fall 2007

Montcalm Community College **Syllabus**

Course Title BUSN260 *International Business* Classroom

Instructor Robert Spohr
Office D-329
Office hours (See Blackboard)
Phone 328-1241 (You will get a faster reply by email)
Email: robs@montcalm.edu

Date Fall 2007
Thursday Afternoons
1:00 to 3:50 pm
Room D308
8/30/2007 to 12/20/2007

Textbooks Global Business Today
Charles Hill
McGraw-Hill, 5th Edition

 The Jobs Revolution: Changing How America Works
Gunderson, Jones, Scanland
Copywriters Incorporated, 2005

 BUSN260, International Business
McGraw-Hill Primis
Section of, Taking Sides: Clashing Views in Management
2nd Edition

Catalog Description

This course is an overview of international business with a focus on how American firms function in the economic, social, cultural and political environments outside the US.

Goals & Objectives

Upon successful completion of this course the student will be able to:

- Identify selected countries of the world
- Explain the importance of understanding various cultures
- Explain current issues in international politics

- Explain the importance of understanding how ethics can differ around the world
- Demonstrate methods of negotiating internationally
- Analyze strategies for doing business on a global scale
- Compare methods for expanding business operations to new countries.
- Explain the challenges involved in managing human resources internationally
- Explain the role of international trade organizations
- Examine current issues dealing with globalization
- Explain various international trade theories
- Explain how the global monetary system works

Assessment & Evaluation

- Vail Assignment.....15 points
- 13 chapter quizzes @ 20 points each.....260 points
- 2 Taking Sides quizzes @ 25 points each.....50 points
- Taking Sides presentation.....50 points
- The Jobs Revolution quiz.....100 points
- Individual project.....150 points
- 3 Exams @ 100 points each.....300 points

Grading Scale*

100% - 93% = A	82.9% - 80% = B-	69.9% - 67% = D+
92.9 - 90% = A-	79.9% - 77% = C+	66.9% - 63% = D
89.9% - 86% = B+	76.9% - 73% = C	62.9% - 60% = D-
85.9% - 83% = B	72.9% - 70% = C-	59.9% and below = E

* To calculate your grade at any point in this class, take the total points you have earned up to that point, and divide it by the total points possible to that point. Please note that you must be above the lowest percentage grade shown for a grade level to get that grade. In other words a 92.99% is an A-, so there is no need to ask if I am going to round up.

Computer Programs

To participate in this course you will need Adobe Acrobat Reader, a word processing program like Microsoft Word, and Adobe Flash Player. You may also want to have Microsoft PowerPoint, or Microsoft's free PowerPoint viewer. Adobe Acrobat Reader, Flash Player, and the PowerPoint Viewer can be downloaded for free, and links are provided for you on Blackboard under the External Links tab.

Submissions

Your Vail assignment and individual project will be submitted to me by using the drop-box on Blackboard. All papers will be submitted as either a .doc file or an .rtf file. This means if you are using any program other than Microsoft Word to write your papers you must save your paper in the rtf format. Any file that is submitted in any other format will be rejected and considered late if it is resubmitted after the due date.

Once you have entered the Blackboard site for this class you will find a link to the drop-box at the bottom of the course menu on the left hand side of the screen. You may only submit each assignment once, so please make sure you are sending me your final copy. To submit your assignment click on the “drop-box” button, then click on the “send file” button. Next in the box where it says name put your name and what assignment you are submitting (example: Jones_individual project). Next click on the “browse” button and find the file on your computer, select the file by clicking on it once, and then click the “open” button. Finally, click on the “submit” button (lower right of your screen), and you will see a new screen that confirms delivery (this means that you will not receive an e-mail from me confirming I have it). If you do not see the screen that says “**Receipt: Success**” you will need to submit a second time. If you do see that screen, DO NOT submit the assignment again, simply click on the “OK” button and you will see the file you submitted in your drop-box. This is the only confirmation you will get, if you see your paper in your drop-box and it says submitted, then you are safe.

You will copy and paste the correct rubric onto the end of your paper and fill it out yourself with the grade you expect on the assignment (there is no rubric for the Vail assignment). After grading your paper I will put my grade next to your anticipated grade in the rubric, convert it to PDF format, enter your grade in Blackboard, and send you a copy through the drop-box. You will only send me one document per assignment (this does not mean one zipped file, it means your complete assignment, with the rubric copied and pasted to the end all in one document for me to open), I will not accept multiple files that I have to copy and paste together.

Assignments

Before you can submit your individual project, you must complete the VAIL assignment. Both the Vail assignment and individual project are available on blackboard under the assignments tab. Review the rubric for the individual project to ensure you are including all required information. To the end of the individual project you will attach one rubric (copied and pasted to the end of your paper), which you will fill out with the grade you expect, I will put your actual grade next to your anticipated grade (failure to do this will result in a 10% deduction). When filling out your own rubric, be honest with yourself regarding the amount of work you put into the paper. It is MCC policy, and the law that if you use someone else’s words or ideas you must give them credit. For this reason you must complete the Vail assignment before you submit any other work.

All citations for the assignments will be completed using MLA, APA or any combination of the two you would like. If you are going to transfer to a business program at a four year college, you will want to get familiar with MLA format. If you are transferring into most any other program you will want to become familiar with APA format. My only concern is that you cite, with the only restriction that you DO NOT copy and paste the links to the websites you used into the body of your paper. In other words, you will have proper in text citations and a works cited, or bibliography page.

Exams

The three exams will be taken in class. Each exam consists of 40 questions from the Hill textbook, and are taken in two parts (A and B). The exams are all multiple choice questions; the first time you take the exam you will take it alone, open book, open notes, and each question is worth 1.5 points. The second time you take the exam you will take it in your group, open book, open notes, each student turns in their own exam sheet, and each question (they are the exact same questions) is worth 1 point, for a total of 100 points per exam (both parts combined). You have 75 minutes for each part of each exam; you are expected to use your book, but be advised that the exams are very difficult since most of the questions will force you to apply what you have learned. If you do not read the chapters prior to taking the exams, you will probably not do well. If you cannot take the exam on the day it is due you will have to take it alone, once, with each question worth 2.5 points.

YOU MAY NEED A CALCULATOR FOR ALL EXAMS!

Chapter Quizzes

Be sure to go to MCC's Blackboard homepage and at the bottom click on "Check Computer & Browser Setup." A new window will open up and click on "Detect My Technology Now!" Once you have verified that you meet all of the requirements you can take the quizzes on Blackboard.

The 12 chapter quizzes will be taken on Blackboard. Each quiz consists of 10 questions, and may contain both true/false and multiple choice questions, but I believe all of the questions are multiple choice (two points each). The quizzes can only be taken once, and there are no time limits for the quizzes. Once you open the quizzes you have to finish them, this means that you cannot go in and print off or copy the quizzes as study guides. The two Taking Sides quizzes are exactly like the chapter quizzes except for the fact that they contain five multiple choice questions at five points each. All questions on the Taking Sides quizzes come from the cases in the BUSN260, International Business, McGraw-Hill Primis book.

The Jobs Revolution quiz contains 40 questions, both true/false and multiple choice, each question is worth 2.5 points. Like the chapter quizzes this quiz is open book and does not have a time limit. Unlike the chapter quizzes this quiz can be saved once opened and finished at a later date. This means that you will be able to open this quiz (and only this quiz), print it off, save it, and come back later to answer the questions. This will allow you to answer the questions as you read the book, if you wish. Be advised that if you don't save the quiz after you print it off you will have a quiz with different questions when you come back to enter your questions.

You may use your book and notes for the quizzes, but please keep in mind that the chapter quizzes are much easier than the exams, so the questions will most likely not be on the exams. You may take the quizzes any time up to the due date, but they will become unavailable after the date they are due and cannot be made up for any reason. Why can't they be made up? One of

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the missions of MCC is prepare you to enter the workforce. In the workforce you will encounter firm due dates that you must meet, so the quizzes are designed to help prepare you for due dates.

If you have technical problems with a quiz a padlock will appear in the grade book where your grade normally is; this means you are locked out. If this happens, e-mail me and I will reset it for you, if there is enough time left before it shuts off. **If you do wait until the last minute and have technical problems, I will not be able to reset it before it shuts off and you will lose the points. For this class waiting until the last minute is defined as waiting until the last day they are available.**

Attendance

Good attendance is important to the success of this course. For the purposes of this course, attendance will mean the percentage of classes attended and the percentage of work completed as of a specific date. To calculate the completed work, I will divide the total possible points you have completed to date by the total number of points assigned and due to date. I will then average the percentage of classes attended with the percentage of work completed to get your attendance percentage.

If you are eligible for financial aid, you will receive an attendance verification form in the mail and each of your instructors are to sign the sheet verifying your attendance. Before I will sign this form (or send an e-mail to financial aid), your attendance percentage must be greater than 70%, if it is not you will have to complete work or attend classes until it is.

ADA Statement

M.C.C. provides individuals with disabilities reasonable accommodations to participate in educational programs, activities and services. Students with disabilities requiring accommodations to participate in class activities or to meet course requirements should contact me as early as possible.

Late Assignments

Any assignment that is handed in after the due date will be graded down 10% for each day it is late (in other words, two days late means a 20% deduct). No assignment will be accepted more than one week late

Withdrawal Policy

You may withdraw from this course anytime up to the last class session. Sending an e-mail to me is not withdrawing from this class. To withdraw you must contact enrollment services to have the paperwork filled out. The paperwork will then come to me, and I will sign it as long as I have it before I enter final grades.

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Communication

When we are not in class all communication should take place by e-mail, but you are also welcome to catch me in my office during my posted office hours. When e-mailing me it is important that you include your name and what class you are in with every e-mail. If you don't do this I will not be able to answer any questions you may have.

Cheating & Plagiarism

Cheating will result in a zero on that assignment, possible expulsion from the class with an E grade – no exceptions, and possible referral to administration for disciplinary action. Cheating includes sharing your quiz or exams with your classmates, or taking the quizzes and exams with your classmates.

All links on your works cited page must be active, and will be checked. Plagiarism includes using someone else's exact words, or even their ideas but not their exact words. It is a good rule of thumb that if you did not know the information before you started the assignment you must cite your source. If you are still unsure of how to cite, there are resources available to you on Blackboard under the External Links tab.

Calendar

Week	Assignment	Information Source
8/30	Assignment 1 Vail Due by 11:59 pm September 5	
9/6	Chapter 1 quiz Due by 11:59 pm September 12	Chapter 1 Videos 1-1 and 1-3
9/13	Chapter 2 quiz Due by 11:59 pm September 19	Chapter 2 Video 2-2
9/20	Chapter 3 Quiz Taking Sides Issue 16 Quiz Both due by 11:59 pm September 26	Chapter 3 Online culture quiz Taking Sides Issue 16 Video 2-3 Baranga
9/27	Chapter 5 Quiz Due by 11:59 pm October 3rd Taking Sides Issue 16 presentations	Chapter 5
10/4	Exam 1 parts "A" and "B"	Chapters 1, 2, 3, & 5
10/11	Chapter 6 Quiz Due by 11:59 pm October 17	Chapter 6 Video 3-1
10/18	Chapter 7 Quiz Due by 11:59 pm October 24	Chapter 7 Video 3-3
10/25	Chapter 8 Quiz Due by 11:59 pm October 31	Chapter 8 Video 3-5
11/1	Chapters 9 & 10 Quizzes Both due by 11:59 pm November 7th	Chapters 9 & 10 Video 3-7
11/8	Exam 2 parts "A" and "B"	Chapters 6-10
11/15	Chapter 11 Quiz Taking Sides Issue 18 Quiz Both due by 11:59 pm November 21	Chapter 11 Taking Sides Issue 18 Video 4-2
11/22	Nothing due, Thanksgiving	Turkey (not the country)
11/29	Chapter 12 Quiz Due by 11:59 pm December 5 Taking Sides Issue 18 presentations	Chapter 12 Video 5-2
12/6	Chapter 15 Quiz Due by 11:59 pm December 12 Individual Project Due This Day	Chapter 15 Individual Project Due by Midnight on 12/6

12/13	Chapter 16 Quiz The Jobs Revolution Quiz Both due by 11:59 pm December 19	Chapter 16
12/20	Exam 3 parts "A" and "B" No work accepted after December 20	Chapters 11, 12, 15 & 16

Explanation of Blackboard

The following is a list of the various sections of Blackboard and a brief description of what you will find in each section.

Announcements

Once entering the blackboard site you are automatically sent to this portion of the site. Here you will find announcements that I post to the class, be sure to read all of them

Course Information

In this section you will find your syllabus, my schedule, and instructions on how to change your e-mail in Blackboard. You need to read the entire syllabus carefully, and check the course calendar (inside the syllabus) to see what is due and when.

Assignments

Here you will find the instructions for your Vail assignment, the individual project, and the Taking Sides presentation. You will also find the rubrics here for the individual project and taking sides presentation.

Weekly Quizzes

Here you will find the chapter quizzes, the takings sides quizzes, and The Jobs Revolution quiz. Remember that these cannot be made up for any reason, so be sure to take them a couple days before they are due.

Exams/Tests

Not used in classroom classes

My Grades

You will find all of your grades posted here. After taking a quiz be sure to check here to ensure your grade posted.

External Links

Here you will find links to Vail, various programs for download, and other tools that you may be able to use.

Communication

In this section you can e-mail me or your classmates.

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Course Documents

In this section you will find the PowerPoint presentations and lectures from the previous classes.

Discussion Board

Not used for classroom classes

Drop-box

This is where you will submit your certificate for the Vail assignment and your individual project.