

LARAMIE COUNTY COMMUNITY COLLEGE

SPRING / 2015

COURSE NUMBER/TITLE & CREDIT HOURS:	BUSN 2000 500 – International Business – 3 credit hours
TIME/ROOM:	Online
INSTRUCTOR'S NAME:	Jim Streelman
INSTRUCTOR'S OFFICE/PHONE/EMAIL:	B113 307.778.4398 jstreelman@lccc.wy.edu
OFFICE HOURS:	Mon, Wed, Thu: 11:00 - 12:00 Mon Wed: 14:15-15:15 Tue: 13:15-15:15 Fri, Sat, Sun: No Office hours
CLASS START, END, & FINAL DATES	01/20/2015-05/14/2015 Final exam will be online May 10 - 12

INSTRUCTIONAL MATERIALS TO BE USED:

Textbook: GLOBAL BUSINESS TODAY-TEXT (REQUIRED) Author: HILL Publisher: MCG Edition: 8TH 14 ISBN: 9780078112621
Lab Manual: None
Other: Microsoft Word, Internet Access

LAST DATE TO WITHDRAW:

- The last day to drop from this course to receive a 100% refund and NOT receive a W on your transcript is September 8.
- The last day to withdraw from this course is October 31.

Course Description:

Students develop knowledge of the diverse cultural impact on multinational trade, marketing, finance, management, and government policies. Emphasis will be on the cultural dynamics of global business. Prerequisite: Completion of DVST 0510 or ENGL 0510, or equivalent placement test score.

INSTITUTIONAL COMPETENCIES:

1. Reasoning:
 - Quantitative reasoning – Students' ability to represent and interpret mathematical information and apply it to a task
 - Scientific reasoning – Students' ability to observe, hypothesize, test, analyze, interpret and reflect on scientific phenomena
 - Problem solving – Students' ability to analyze a task, apply tools, execute a plan, and reflect on its effectiveness
 - Information literacy – Students' ability to access, evaluate, and synthesize appropriate resources for a project, and to use resources ethically
 - Aesthetic analysis – Students' ability to analyze objective and subjective characteristics of art, music, performance art, literature, architecture, mass media, humanities and other forms of artistic expression
2. Effective Communication:
 - Written communication – Students' ability to effectively communicate in writing
 - Verbal communication – Students' ability to effectively communicate verbally when giving presentations
 - Interpersonal communication – Students' ability to effectively communicate interpersonally in various situations to create meaning together
3. Collaboration – Students' ability to foster teamwork, consider needs of partners, and work toward a specific goal as part of a team
4. Cultural Awareness – Students' ability to distinguish the complexity of cultural elements important to members of a culture

COURSE COMPETENCIES:

Students will

- Become familiar with the basic concepts of international business activities to include currency exchange, marketing economics, finance, trade policy, and culture.
- Develop an understanding of management relationships between organizations from different cultures.

GRADING:

Activity	%	Percentage	Letter Grade
Quizzes	15	90+	A
Case Studies	40	80 – 89	B
Current Events	35	70 – 79	C
Social-Cultural Environment Presentation	10	60 – 69	D
		< 60	F

- The instructor must receive all labs/assignments on the due date/time via D2L
- Due dates will not be extended because of problems installing software on off-campus computers.
- Exams and quizzes must be taken as scheduled; contact the instructor in advance if you cannot take an exam when scheduled. Missed exams with no previous notice cannot be made up.
- Failure to take the final exam will result in a grade of 'F' for the course.
- Feel free to discuss and study in groups, but assignments must be original work, unless specified otherwise.
- Ask for help or clarification when you need it. Your instructor is available to you via visit, call, or email!
- If you have a concern with your grade you are responsible for contacting your instructor within 30 calendar days from the last day of the semester in question. This course is not eligible for S/U grading.
- At any point in time the grade reflected in D2L may be higher or lower than it actually is due to the way in which D2L processes grades.
- Failure to attend class does not extend due dates.
- Class time may or may not be allotted to complete assignments.
- Due to the format of this class midterm grades are estimates only.
- If the college is closed due to weather, power outage, or any other reason, it is the student's responsibility to check the D2L website for schedule / assignment updates and submit all work as specified.
- Note that grades lower than C do not transfer to other institutions
- If there is a serious and verifiable reason that will prevent the timely completion of coursework, it is the responsibility of the student to make arrangements with the instructor
- You will be notified in D2L when changes need to be made to the schedules
- Exams and quizzes are set to automatically submit upon expiration of the time limit. Also, once you start it, you must complete it; there is no restarting it. If you start a 60 minute exam 5 minutes before the due date/time, you will have only 5 minutes to do the test.

STUDENT RIGHTS & RESPONSIBILITIES:

Students are expected to review and comply with the student rights and responsibilities as outlined in the LCCC Student Handbook.

- The Student Handbook is available online at <http://www.lccc.wy.edu/life/handbook>.
- Students are advised to review the policies found at <http://policies.lccc.wy.edu/>.

ADA Policy:

Students with a documented disability needing educational accommodations should contact the Disability Support Services (DSS) each semester by stopping by EEC 222, calling (307) 778.1359, or e-mailing DSS@lccc.wy.edu. **No accommodations will be provided by the instructor without approval from the DSS.**

AUDIT POLICY:

Students auditing this class will be expected to do all the assigned homework and participate in all discussions but will not need to take the exams and quizzes if they do not wish to and will not receive a grade for the course.

TUTORING & THE WRITING CENTER:

The Student Success Center is located in the Ludden Library, Room 429. It offers tutoring in most subjects other than communication/public speaking and literature/writing/reading. Call (307) 778.4315 for information on this free service. The Writing & Communications Center is located in the Ludden Library Instruction Room. It offers tutoring in writing, reading, literature, communication, and public speaking on a drop-in basis.

POLICY ON CHILDREN/GUESTS IN CLASS:

Children and/or guests are not allowed to attend this class without obtaining permission of the instructor at least 24 hours in advance.

INCOMPLETE POLICY:

Incomplete contracts can be given only when severe and unexpected circumstances prohibit the timely completion of this course and only for that portion of the course remaining as of the date of the request. It is the student's responsibility to arrange for the contract.

ATTENDANCE / PARTICIPATION POLICY (CLASSROOM STUDENTS):

Attendance in this class is mandatory if you wish to succeed. To help you with this there will be an in class activity that you will be asked to complete in class that will be used for extra credit.

ATTENDANCE / PARTICIPATION POLICY (CLASSROOM STUDENTS):

There is no attendance policy enforced for the online class. There is an optional activity that can be completed to mimic the in class extra credit activity.

DATE OF LAST ATTENDANCE (ONLINE STUDENTS):

If you receive a failing grade in this course your date of last attendance will be listed as the last date in which you made a substantial contribution to class. This could be the last day you submitted work, contributed to a discussion or took a quiz. Simply logging on the class does not count as attendance. Note: If you do not complete the quiz and homework in week one you will be dropped from the course.

DATE OF LAST ATTENDANCE (CLASSROOM STUDENTS):

If you receive a failing grade in this course your date of last attendance will be listed as the last date in which you physically in class. Submitting work via D2L does not count as attendance. Note:

RESPECT:

When I am lecturing or when a classmate shares his or her work with the class, I expect an attentive and thoughtful audience. Respect also includes eliminating distractions to class. Please refrain from using computers, cell phones, IPOD's, or other electronic devices; I don't want to hear them, see them, or in any way know they are being used at these times during class. If there is time in class to work on assignments the restriction on electronic devices may be lifted.

Sleeping in class is a bad idea, just don't do it.

Talking out of turn, packing up early, or doing work for another class in this class are also considered disrespectful.

If you engage in disrespectful or disruptive behavior, you may lose participation points or be asked to leave the class. Any student that demonstrates continued disruptive or disrespectful behavior may receive a failing grade for this course.

PLAGIARISM / CHEATING:

Plagiarism occurs when a writer deliberately passes off another's words or ideas without acknowledging their source. For example, turning in another's work as your own is plagiarism. Taking ideas off the internet and either copy/pasting them or rewriting them without citing that source is plagiarism. If you plagiarize in this class, you will likely fail the assignment on which you are working and your case may be passed to the college for additional disciplinary action.

Plagiarism is different from misuse of sources, occasions when a writer does not properly cite a source, misuses quotations, includes too much of an original source in a paraphrase or summary, or commits similar unintentional violations of academic protocol. If you misuse sources, we will work together on appropriately incorporating and/or citing the sources. Note that some audiences/instructors will consider misuse of sources to be plagiarism; for this reason, it is extremely important for you to always talk to your instructors if you are unsure when or how to give credit to a source.

Instances of cheating will be handled in accordance with the LCCC Student Handbook available under Quick Links on the LCCC home page. It is appropriate to discuss assignments in broad terms and concepts, and to study together, but sharing solutions or obtaining solutions from other sources is considered cheating. Such cheating on assignments or exams will result in all parties receiving a grade of zero for that assignment or exam.

The first instance of cheating will result in all parties receiving a zero for the assignment subsequent offences may result in a failing grade for the class.

GRADING OF SUBMITTED WORK:

Most submitted work in this class should be graded in the week following the submission date. If you do not see a grade for an item that you submitted at the end of the week following please contact me ASAP to see if there are any issues. In the week following when assignments were due I attempt to grade 2 classes worth of work each Tuesday – Friday the class order is random so your assignments may be graded on the following Tuesday one week and Friday the next week. If I am unable to get all the assignments graded in a particular week I will attempt to send out an email to the class letting everyone know.

If you do not have a grade within 14 days of submission please contact me to see if there are any issues

LATE WORK:

Late work is not accepted without prior arrangement with the instructor and then only in extreme circumstances. Should an extension be given a new due date will also be given this does not allow for following assignments to also be submitted late. The last possible date to turn in any work (excepting final exams / projects) is the last day before finals. This may result in a shorter week to complete assignments so please plan accordingly.

EXCEPTION: All students are given one free pass per course. This allows the student to extend the due dates for one week's worth of assignments by 7 days. This free pass may not be used for exams (or during exam week) or items due the last week of class.

If you decide to use your free pass download the late pass request form from D2L and submit it in the late pass drop box that way I know you are using your late pass. The late pass request must be submitted before the due date for the week for which the late pass is being used. The assignments that you are turning in late are to be submitted in the normal dropbox for those assignments not in the late pass dropbox.

Late work should be graded within seven days of submission if the late work you submitted is not graded within seven days please contact me to make sure that there is not an issue.

The last day to submit late work under any circumstances is the Sunday before the last week of classes (not exam week).

REQUESTING AN ACCURATE GRADE:

There are situations where you may want / need a more accurate grade than what is displayed in D2L. Should this situation occur, please feel free to send me an email stating that you need an accurate grade. Please include the class prefix, number and section in the email. These requests take time to calculate, I normally will be able to provide you with an accurate grade within 2 business days following the request. Accurate grade requests are not available during finals week as I am already calculating final grades for all students.

PUBLIC NATURE OF WORK:

Work submitted to me in this class will be considered public and may be shared as examples in this or other classes. A reasonable attempt will be made to remove the student's personal information from submitted work.

Classes and discussions may also be recorded and the recordings shared with other classes, so your voice or questions may be heard by other students and/or faculty.

D2L INFORMATION:

The majority of the work done in this class will be submitted via D2L. Not all web browsers are compatible with D2L. Failure to use a supported browser will not grant extensions or the ability to resubmit work. Please consult the system check portion of the angle log in screen to make sure that your system is compatible with D2L. If you have any questions please contact LCCC help desk at 307.778.4357 or helpdesk@lccc.wy.edu.

For help with D2L please go to <https://www.softchalkcloud.com/lesson/serve/jZGmVRza570NII/html>

TENTATIVE COURSE SCHEDULE:

See D2L for Schedule

DISCLAIMER:

Changes to this schedule may be necessary as this course progresses. When a need to change the schedule arises students will be informed in advance via D2L. Students are responsible for checking D2L for the most current information.