

**Kent State University** Monday 5:30 – 8:15 PM room: BA 215

**Instructor:** Dean A. Porr, Ph.D. Office: BA A426  
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Office hrs: Thr 10:00 AM – 2:00 PM and by appointment.

**Required Text:** None

**Course Objectives:** This course provides decision-making tools for solving real-world problems by providing synergies in prior knowledge to create a synthesis of real life solutions delivery mechanisms, underpinning them to presenting problems of the local and international community. The practicum component includes consulting experience with either profit or not-for-profit business clients.

**Learning Outcomes:** After completion of the course students should have the skills, information, knowledge and tools:

- to work individually and practice efficient time management.
- to work with fellow students as a functional team.
- to work with a community partner in a consultant/client relationship.
- to practice decision-making skills by employing innovative ideas.
- to conduct themselves in a professional manner representing the Kent State University College of Business Administration.

**Course Requirements and Grading (360-degree review):**

- a) Team project: students will be placed in teams based on personal interest and community partner needs. The team will be responsible for a formal presentation consisting of an oral presentation, Powerpoint slides, concise handout for audience members, and a formal written report. This package will be given to the community partner and the instructor. This will account for 60 percent of the final grade.
- b) Bill for Services: Each student is expected to keep a personal journal documenting all of their efforts that could be hypothetically charged to the community partner. A confidential, formal, detailed bill for services will be handed in at the end of the semester and will account for 10 percent of the final grade.
- c) Community partner assessment: the community partner will complete a formal assessment of both the team and the individual students within the team. This confidential assessment will account for 10 percent of the final grade.
- d) Peer Assessment: Each student will complete a confidential assessment form of their fellow team members. This assessment will be graded on thoroughness and professionalism and account for 10 percent of the final grade.
- e) Peer Assessment Score: 10 percent of the final grade will be a summary of the peer assessment scores as graded by fellow team members.

## Grading

Final grades may be curved, with the following representing a maximum % for each grade:

93.34 – 100.00%	A	73.34 - 76.66%	C
90.00 – 93.33%	A-	70.00 – 73.33%	C-
86.67 – 89.99%	B+	66.67 - 69.99%	D+
83.34 – 86.66%	B	60.00 – 66.66%	D
80.00 – 83.33%	B-	00.00 – 59.99%	F
76.67 – 79.99%	C+		

## Administrative policies apply to all students in this course:

- a) Academic honesty: Cheating means to misrepresent the source, nature, or other conditions of your academic work (e.g., tests, papers, projects, assignments) so as to get undeserved credit. In addition, it is considered to be cheating when one cooperates with someone else in any such misrepresentation. The use of the intellectual property of others without giving them appropriate credit is a serious academic offense. It is the University's policy that cheating or plagiarism result in receiving a failing grade for the work or course. Repeat offenses result in dismissal from the University.
- b) University policy 3342-3-01.3 requires that students with disabilities be provided reasonable accommodations to ensure their equal access to course content. If you have a documented disability and require accommodations, please contact the instructor at the beginning of the semester to make arrangements for necessary classroom adjustments. Please note, you must first verify your eligibility for these through Student Accessibility Services (contact 330-672-3391 or visit <http://www.registrars.kent.edu/sas> for more information on registration procedures).
- c) Students have responsibility to ensure they are properly enrolled in classes. You are advised to review your official class schedule (using Student Tools on FlashLine) during the first two weeks of the semester to ensure you are properly enrolled in this class and section. Should you find an error in your class schedule, you have until **Sunday, January 26, 2014** to correct the error. If registration errors are not corrected by this date and you continue to attend and participate in classes for which you are not officially enrolled, you are advised now that you **will not** receive a grade at the conclusion of the semester for any class in which you are not properly registered.
- d) If you are eligible to graduate, it is your responsibility to apply for graduation before the set deadline (**May Graduation:** Apply before September 15<sup>th</sup> **August Graduation:** Apply before December 13<sup>th</sup> **December Graduation:** Apply before March 15<sup>th</sup>) If you apply after the deadline you will be assessed a \$200 late fee. Please see your academic advisor as soon as possible if you are uncertain as to your progress toward graduation. To apply for graduation complete the following steps: Log onto your Flashline account 1. Click on the Student Tools tab, 2. Look in the Graduation Planning Tool Box, 3. Click on Application for Graduation. If an error message appears, you must contact your advisor
- e) The course withdrawal deadline for Spring 2014 is Sunday, March 23, 2014.

<u>Week</u>	<u>Date</u>	<u>Assignment (week)</u>
1	1/13	Overview, meet community partners
2	1/20	Holiday (Team formation)
3	1/27	Work on project with community partner, email update
4	2/3	Progress update, email update
5	2/10	Work on project with community partner, email update
6	2/17	Work on project with community partner, email update
7	2/24	Work on project with community partner, email update
8	3/3	Progress update, email update
9	3/10	Work on project with community partner, email update
10	3/17	Work on project with community partner, email update
11	3/31	Work on project with community partner, email update
12	4/7	Dry run, presentation practice session, email update
13	4/14	Work on project with community partner, email update
14	4/21	Final presentations
15	4/28	Work on project with community partner
Finals	5/5	NA