Fall 2020

Meeting days: M/W	**Instructor title and name:** Nick Wolf
Meeting times: 10:55-12:10	**Phone:** 619-849-2384
Meeting location: FSB 104	**E-mail:** nickwolf@pointloma.edu
Final Exam: Tuesday 12/1 *online*	**Office location and hours:** FSB 142 T,Th 8am-3pm Via Zoom
Additional info:	**Additional info:**

PLNU Mission

To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

Fermanian School of Business Mission

Character – Professionalism – Excellence – Relationships – Commitment - Innovation

As members of a vital Christian community, we strive to provide high quality business programs that equip students to make a positive impact in their workplace and community by connecting purpose to practice.

COURSE DESCRIPTION

This course provides a foundation for making good business decisions from a Christian perspective, focusing on more than the bottom line. Topics include forms of business ownership, management, marketing, accounting, finance, and information systems. An emphasis is placed on career and calling within business.

COURSE LEARNING OUTCOMES

Upon completion of this course, students will be able to:

1. Exhibit knowledge of the foundations of business including business ownership, Management, Marketing, Finance, Accounting and Information Systems (PLO 1, A1, C1, D1, E1 & F1).
2. Demonstrate effective oral and written business communication (PLO 3).
3. Recognize ethical values as they pertain to business (PLO 4).
4. Demonstrate effective teamwork and collaboration (PLO 5).
5. Identify and analyze potential career options in business and develop a better understanding of self and personal calling (PLO 1).
6. Exhibit and apply basic Excel skills and financial literacy tools (PLO 1).

COURSE CREDIT HOUR INFORMATION

In the interest of providing sufficient time to accomplish the stated Course Learning Outcomes, this class meets the PLNU credit hour policy for a 3-unit class delivered over 16 weeks. Specific details about how the class meets the credit hour requirement can be provided upon request.

REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

- Pride, Hughes and Kapoor, (2013). Foundations of Business 6th ed., South-Western Cengage Learning, ISBN-13: 978-1-337-38692-0
- Chouinard, (2016). Let My People go Surfing. The Education of a Reluctant Businessman
- Excel Online Module (*information provided by Professor Costentino*)

ASSESSMENT AND GRADING

Note: Clearly define a grading policy to avoid any confusion concerning expectations. It is most helpful if at least two things are present: 1) a point distribution and 2) a grading scale.

Sample assignment distribution by percentage:		Grade Scale	
• Weekly quizzes	240 Points (24%)	A=95-100	C=73-76
• Case Study	100 Points (10%)		
• LinkedIn	100 Points (10%)	A-=90-94	C-=70-72
• Participation	70 Points (7%)		
• Video Discussions (5 each)	40 Points (4%)	B+=87-89	D+=67-69
• Final Project	150 Points (15%)	B=83-86	D=63-66
• Info Systems	150 Points (15%)		
• Excel	150 Points (15%)	B-=80-82	D-=60-62
• Total	1000 Points	C+=77-79	F=0-59

INCOMPLETES AND LATE ASSIGNMENTS

All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas. Incompletes will only be assigned in extremely unusual circumstances.

SPIRITUAL CARE

Please be aware PLNU strives to be a place where you grow as whole persons. To this end, we provide resources for our students to encounter God and grow in their Christian faith.

 If students have questions, a desire to meet with the chaplain or have prayer requests you can contact the Office of Spiritual Development

STATE AUTHORIZATION

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma Nazarene University is not authorized to enroll online (distance education) students. If a student moves to another state after admission to the program and/or enrollment in an online course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state. It is the student's responsibility to notify the institution of any change in his or her physical location. Refer to the map using the below link to view which states allow online (distance education) outside of California. https://www.pointloma.edu/offices/office-institutional-effectiveness-research/disclosures

PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See Academic Policies in the PLNU Catalog for further policy information.

PLNU ACADEMIC ACCOMMODATIONS POLICY

While all students are expected to meet the minimum standards for completion of this course as established by the instructor, students with disabilities may require academic adjustments, modifications or auxiliary aids/services. At Point Loma Nazarene University (PLNU), these students are requested to register with the Disability Resource Center (DRC), located in the Bond Academic Center. (DRC@pointloma.edu or 619-849-2486). The DRC's policies and procedures for assisting such students in the development of an appropriate academic adjustment plan (AP) allows PLNU to comply with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Section 504 (a) prohibits discrimination against students with special needs and guarantees all qualified students equal access to and benefits of PLNU programs and activities. After the student files the required documentation, the DRC, in conjunction with the student, will develop an AP to meet that student's specific learning needs. The DRC will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP must be implemented in all such courses.
If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly

recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

PLNU ATTENDANCE AND PARTICIPATION POLICY

Regular and punctual attendance at all **synchronous** class sessions is considered essential to optimum academic achievement. If the student is absent for more than 10 percent of class sessions (virtual or face-to-face), the faculty member will issue a written warning of de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university drop date or, after that date, receive the appropriate grade for their work and participation. In some courses, a portion of the credit hour content will be delivered **asynchronously** and attendance will be determined by submitting the assignments by the posted due dates. See Academic Policies in the Academic Catalog. If absences exceed these limits but are due to university excused health issues, an exception will be granted.

Asynchronous Attendance/Participation Definition
A day of attendance in asynchronous content is determined as contributing a substantive note, assignment, discussion, or submission by the posted due date. Failure to meet these standards will result in an absence for that day. Instructors will determine how many asynchronous attendance days are required each week.

Fully online 3-unit courses only:
Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)
Students who do not attend at least once in any 3 consecutive days will be issued an attendance warning. Students who do not attend at least once in any 7 consecutive days will be dropped from the course retroactive to the last date of recorded attendance.
Students who anticipate being absent for an entire week of a course should contact the instructor in advance for approval and make arrangements to complete the required coursework and/or alternative assignments assigned at the discretion of the instructor. Acceptance of late work is at the discretion of the instructor and does not waive attendance requirements.

USE OF TECHNOLOGY

In order to be successful in the online environment, you'll need to meet the minimum technology and system requirements; please refer to the *Technology and System Requirements* information. Additionally, students are required to have headphone speakers compatible with their computer available to use. If a student is in need of technological resources please contact student-tech-request@pointloma.edu.
Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your class work.

FINAL EXAMINATION POLICY

Successful completion of this class requires taking the final examination **on its scheduled day**. No requests for early examinations or alternative days will be approved.

COURSE SCHEDULE AND ASSIGNMENTS ✪

Note: For each assignment, provide the following things:
- Description: Clear explanation of the assignment
- Requirements: Clearly identify all evaluation requirements for each assignment, including rubrics, if any, for assignments.
- Style standard: APA, Chicago, etc, if applicable.

DATE PRESENTED	CLASS CONTENT OR ASSIGNMENT	ASSIGNMENT Topics
8/17	Course Introduction Zoom Live Class	Review Syllabus/Course Introduction/Discuss Patagonia
8/19	Foundations of Business – CH 1 Quiz Chouinard Video Discussion	Introduction to Business and Economics/**Form Groups**
8/24	Foundations of Business – CH 4 Quiz	Business Ownership
8/26	LinkedIn Zoom Live Class Mackey Video Discussion	Start LinkedIn profile/Understand Higher Purpose
8/31	Foundations of Business – CH 6 Quiz	Management and Leadership
9/2	Patagonia Management Philosophy Zoom Live Class Mackey Video Discussion Introduce Chipotle Case and Team Industry Project	Understanding Leadership at Patagonia
9/7	Foundations of Business – CH 9 Quiz	Human Resources
9/9	Patagonia HR Philosophy Apple Recruiting Video Discussion	Understanding HR at Patagonia/**Zip Recruiter/Indeed/**
9/14	Foundations of Business – CH 11 Quiz	Marketing
9/16	Chapter 11 Zoom Live Class Patagonia Marketing Philosophy Simon Sinek Video Discussion Team Project Plan Due	**Begin with "Why"**
9/21	Foundations of Business – CH 14 Quiz	Ecommerce/Social Media
9/23	Chapter 14 Zoom Live Class What Truly Motivates Video Discussion	
9/28	Foundations of Business – CH 15 Quiz	Accounting

9/30	Goal Setting Live Zoom Marcus Buckingham Video Discussion Chipotle Case Due	SMARTGoals
10/5	Foundations of Business – CH 16 Quiz	Finance
10/7	Personal Credit Zoom Live Social Responsibility Video Discussion	Personal Credit
10/12	Information Systems Module	See Separate Schedule
10/14	Information Systems Module	See Separate Schedule/ **Turn in Presentation Outline**
10/19	Information Systems Module	See Separate Schedule
10/21	Information Systems Module	See Separate Schedule
10/26	Information Systems Module	See Separate Schedule
10/28	Information Systems Module	See Separate Schedule
11/2	Excel Module	See Separate Schedule/**Turn in Rough Draft of Presentation**
11/4	Excel Module	See Separate Schedule
11/9	Excel Module	See Separate Schedule
11/11	Excel Module	See Separate Schedule
11/16	Excel Module	See Separate Schedule
11/18	Excel Module	See Separate Schedule
11/23		
11/25-27	Thanksgiving Break	
11/30		
12/2	Finals	