



Introduction to International Business (MGT 301) - Fall 2018

| Course/Section | Time/Day |
|----------------|-------------------|
| MGT 301 - 02 | Online |
| MGT 301 - 07 | Online |
| Instructor | Anju Mehta |
| Email | A_mehta@uncg.edu |

Communication: UNCG email and CANVAS.

Availability of Professor: If you have a question about the course, please email Dr. Mehta (a_mehta@uncg.edu). In the subject of the e-mail write "MGT 301-02" or "MGT 301-07" based on your section AND the topic of your e-mail. For example, if you have a question about the syllabus, use the subject: "MGT 301-02 syllabus" if you are from section 02. This will assure that your e-mails do not accidentally go into the spam folder.

During weekdays, I will make every attempt to reply to your emails within 48 hours. However, please keep in mind that I usually would not check my emails after 5 PM, during weekends or school holidays. I will post announcements as needed on Canvas. Therefore, it is vital that you check the course website on Canvas regularly and communicate proactively.

All students officially registered for the course can access the Canvas website (<http://courses.uncg.edu>). The Canvas website includes course syllabus, class announcements, assignments, PowerPoint slides, and other relevant course information.

Modes of instruction: Slides, audio-visual aids, and readings and cases.

Course Objectives

This course is aimed at making students:

- learn terms and concepts related to international business such as globalization and international markets
- acquire a basic understanding of the global business environment
- understand the challenges and opportunities within an international business setting
- understand key ethical and environmental issues typically connected to international business
- find, interpret, and evaluate information on diverse cultures
- understand different cultures and how cultural differences impact global business
- explain cross-border trade and investment and the role of the global monetary system
- identify skills and behaviors that contribute to personal success in overseas assignments

Text and Readings

Course Text: International Business (The Challenges of Globalization), 8th edition, by Wild/Wild/Han, Prentice Hall.

YOU ARE REQUIRED TO HAVE ONLY THE TEXTBOOK - EITHER A PHYSICAL COPY OR A DIGITAL COPY. THERE IS NO CODE REQUIRED.

You are responsible for reading the textbook and other assigned materials ahead of quizzes, exams, and assignments. Reading the chapters ahead of schedule will substantially increase your understanding of the concepts and help you earn a better grade. Additionally, each and every topic from the textbook will not be on the slides or in the readings. Slides will focus on relatively important and complex concepts. However, you will be tested on textbook material not covered in the slides. Therefore, you will be responsible for reading the textbook thoroughly and being prepared to answer test questions based on the textbook and other material.

Course Grading Criteria

| S. No. | Course Components | Points |
|--------|-------------------------|------------|
| 1 | Exams 1 -3 | 300 |
| 2 | Quizzes and assignments | 200 |
| | TOTAL | 500 |

Grade Distribution Scheme*

| Minimum Percentage for Corresponding Grade | Letter grade |
|--|--------------|
| 97% | A+ |
| 93% | A |
| 90% | A- |
| 87% | B+ |
| 83% | B |
| 80% | B- |
| 77% | C+ |
| 73% | C |
| 70% | C- |
| 67% | D+ |
| 63% | D |
| 60% | D- |
| Less than 60% | F |

*NOTE: Grade points will be calculated to two decimal points. The decimal points will be rounded to the nearest whole number based on the following criteria. Decimal points .50 and above will be rounded to the next higher whole number, and decimal points .49 and below will be rounded to the nearest lower whole number. For example, if your grade is 89.49, it will be rounded to 89. If your grade is 89.50, it will be rounded to 90.

Exams

There will be three exams including the final exam. Exams will measure how complete and accurate your understanding of the material is. Each exam may have a mix of true/false and multiple choice questions. For each exam, we will study more material than can be included on an exam. Each exam will cover the textbook chapters, and any other materials assigned for the course.

Exams will be available on Canvas as per the schedule. You can access the exams through the “Modules” when it is due.

- **An exam is available for 48 hours. You can take the exam only once.**
- **You may use the book and notes. However, you are to take the test yourself without any help from any other person.**
- **Each test will have 50 questions and you will have 75 minutes to complete it. Canvas will force you to submit the test at 75 minutes.**
- **Canvas will force you to submit your test when the deadline indicated in the course syllabus is due, even if you have not completed the test. Therefore, you should begin your test at least 75**

minutes before the deadline. You can take it as early as it is open.

- **Extended time is only allowed for students with documented accommodations.**
- **If you lose internet connection during the exam, get back to the exam, when the connection resumes. Canvas will let you continue from where you left. If encountering problems, contact me IMMEDIATELY, with evidence (such as screen shot).**
- **If you are taking the exam after 5 or on weekends, I may not be available to help.**

IMPORTANT: DO NOT LOG IN AND OUT OF THE EXAM AFTER YOU HAVE STARTED THE EXAM. IF YOU DO, THE TIMER WILL KEEP RUNNING AND THE TIME WILL BE COUNTED TOWARDS YOUR EXAM ATTEMPT, EVEN IF YOU WERE LOGGED OUT OF THE EXAM/OUT OF CANVAS.

- Remember not to click the back button in your browser window. As a student taking an online course, it is your responsibility to make sure that you have access to a reliable computer and a reliable internet connection during the entire duration of the course. Inability to access a computer or internet at any time during the course is not an acceptable excuse for not completing an exam. UNCG has several computer labs available for students and public libraries offer internet access free of charge.
- Any technical problems reported after the expiration of the deadline will not be considered and are not valid excuses for not completing an exam. To accommodate for multiple commitments, exams are available for 48 hours. The exam dates and times will be given in advance. So, it is the responsibility of the students to be available during the exam time. You cannot take the exam earlier or later than the allotted time. If you do not take the exam during the allotted time, your score will be 0. There are no make-up exams. Only exception is documented evidence of serious illness.

Quizzes

There will be regular chapter quizzes during the semester. These will have multiple choice/true-false type questions and are meant to encourage you to read the text and prepare for exams. Each quiz will have 10-15 questions and each question carries 1 point. You can take as long as you need to complete a quiz, but it can be taken only once and has to be submitted by the deadline. Quizzes and exams can only be taken once. There will be no additional opportunity for quiz or test taking. Each weekly quiz and assignment is due until Sunday 11:59 p.m. of the corresponding week unless otherwise noted.

Reading Assignments, Cases

Reading assignments/cases may be given during the semester. These are to enhance your learning experience. You are expected to read the assigned material and be prepared to answer quiz or exam questions based on these readings.

Technical Issues

Technical issues/problems are not an excuse for missing any submissions/exams/quizzes. Please do not wait to submit your work till the last minute. Be prepared for any technical issues and plan accordingly. As a student taking an online course, it is your responsibility to make sure that you have access to a reliable computer and a reliable internet connection during the entire duration of the course, **Inability to access a computer or internet at any time during the course is not an acceptable excuse for not completing an assignment, quiz, exam, or any other evaluation item.** UNCG has several computer labs available for students and public libraries offer internet access free of charge. Any technical problems reported after the expiration of the deadline will not be considered and are not valid excuses for not completing an assignment.

Grading issues: In some of the assignments, there will always be some element of personal judgment based on professor's professional assessment and the overall class performance. This means that some part of your grade will be based on how you do relative to the class and on professor's professional assessment of expected standards that you should achieve. For the multiple-choice and true-false questions on exams and quizzes, any exam/quiz question, which is answered incorrectly by more than 80% of the students, will be dropped from the exam/quiz to ensure fairness and clarity. For any assignment or activity, the guidelines provided by the instructor are for guidance purposes only. Fulfilling the required criteria as per the guidelines does not guarantee an "A" in the assignment. Your grade will depend on several factors such as the quality of content, originality, depth of analysis, out-of-box thinking or creativity, relevance of application of concepts, and so on, as the case may be.

Late submission: Any assignment/case/discussions/quizzes/exams submitted after submission deadline will not be accepted. Your grade for any missed work will be 0.

General Course Policies

General Behavior: Students are expected to conduct themselves with respect and professionalism toward faculty and students in online environment. Students who do not engage themselves appropriately may incur a grade penalty, or may be dropped from the course by the instructor.

Religious Observance: The University allows for 2 excused absences each academic year for religious observances required by the faith of the student. Students requesting a religious absence must notify the instructor of each absence *14 days in advance of the date* of the religious observance. The request must state in writing the nature of the religious observance and the date(s). Student's participation must be confirmed in writing by an official of the religious organization. The instructor will require the student to complete any test or assignment in advance of the originally scheduled date of the test or assignment that is impacted by the absence due to the religious observance. The requirement for students to make such requests for excused absences applies only to days when the University is holding class.

UNCG Athletics & Performing Artists: It is up to each athlete or artist to identify future missed classes at the start of the semester and notify me in writing (e-mail) by no later than the second week of the semester. If your UNCG event interferes with an exam/assignment you are required to submit the assignment/take the exam **prior to** the regularly scheduled date.

Students with Disabilities: UNCG seeks to comply fully with The Americans with Disabilities Act and section 504 of the Rehabilitation Act of 1973. Students requesting accommodations based on a disability must be registered with the Office of Disability Services in 215 Elliott University center, 334-5440, www.uncg.edu/ods.

Missed work: Students must take exams and turn in assignments at the scheduled times – work will not be accepted late nor will make-up exams be allowed (legitimate absences due to events beyond a student's control or participation in university-sanctioned events will be handled on an individual basis and at the professor's discretion). Make-up exam may have a different set of questions than the original exam. If you miss an exam or quiz, it is your responsibility to schedule a make-up within a week of the missed assignment.

Academic Integrity: By the singular act of registering for this course, you are agreeing to abide by the UNCG Academic Integrity Policy. All written work submitted must be original and produced by the student/team for this class only. If you are for any reason unfamiliar with the contents of the code, please review it on the school's website link: <http://sa.uncg.edu/dean/academic-integrity/>. Violations will be pursued. Academic Integrity applies to all aspects of the course. Please be aware that the following also constitute Integrity Violations:

- You may not be in possession of any unauthorized exam or related materials, including old exams.
- No electronic devices are allowed to be on or visible during an exam.
- Falsification of any material used in the preparation or development of assignments is a code violation.
- The Bryan School of Business and Economics has recently developed and accepted Faculty and Student Guidelines focusing on the expected performance of each. Since these guidelines are new, please take the time to review them. They can be found at the following link:
http://bae.uncg.edu/assets/faculty_student_guidelines.pdf

Dr. Anju Mehta reserves the right to make changes to this document as needed. All changes will be announced on Canvas.

GOOD LUCK FOR THE SEMESTER!