MAN 1107: Foundations of Business
Credit Type – **Proficiency**

Course Description and Learning Outcomes:
https://www.sinclair.edu/course/params/subject/MAN/courseNo/1107/

Faculty Pathway Specialist(s):
E. Rocky Belcher earl.belcher@sinclair.edu **Office Hours:** **Monday/Wednesday 9:30am-11:00am via ZOOM** https://sinclair.zoom.us/j/83217591172?pwd=aUh6a2ZjV2NXVFlDbWlYY2ZxZXovQT09 **Tuesday/Thursday 11:00am-12:30pm via ZOOM** https://sinclair.zoom.us/j/86419917293?pwd=cFpCb1dUNHZGcEphYWNqUXptcEdWUT09

Resources Needed to Offer Course (software, equipment, books [include ISBN and edition], etc. – please include any associated costs):
Access to eLearn shell, book embedded into shell via Open Education Resource (OER). Students will need a computer with high speed internet, Microsoft Office, folder to store printouts

What is the ideal format for course delivery – in person, online or blended? To what extent could this course be offered online if necessary?
Course can be taught fully online- no face to face meetings required as all content and information in eLearn shell.

How is the final grade for the course determined? (Please list all required assignments, assessments, etc.)
Final grade determined by 14 article reviews, 14 quizzes, 14 homework problems, and 1 Final Exam. Incomplete/ Unfinished assignments will receive a 'zero'. No formal rubrics used, but instructor and student are informed on what will be graded in each writing assignment's instructions. The high school instructor will be responsible for grading.

Who is responsible for grading the required assignments and/or assessments? (faculty or instructor?)
The high school instructor will be responsible for grading.

What is the grading scale for the course?
Standard Sinclair grading scale used: A-90-100, B-80-89, C-70-79, D-60-69, F below 60.

Must students access the eLearn shell regularly to complete requirements?
Frequent use of eLearn to access content, assignments and grading.

Does the course require access to YouTube, GoogleDrive, etc.?
No required access to YouTube, GoogleDrive.

Additional course details or requirements important for instructors not covered above:
Instructors are encouraged to modify assignments to facilitate collaborative learning and opportunities for students to practice oral presentation

Most common (or popular) degrees this course is in?
See next page.

Program Code	Program Name
ABM.S.CRT	Agribusiness Management
ACC.S.AAS	Accounting
AGR.S.AAS	Agricultural Sciences
AGR.S.CRT	Agricultural Technology
AGR.S.STC	Agribusiness
BFS.S.CRT	Business Foundations Specialist
BIS.S.AAS	Business Information Systems
BM.S.CRT	Business Management
BSP.S.CRT	Supervisory Skills
BUMS.S.CRT	Business Information Systems/Medical Office Specialist
BUS.S.AS	Business Administration
CC.S.STC	Call Center/Customer Service
CST.S.STC	Customer Service Technician
EBP.S.STC	Entrepreneurship and Business Foundations
ECM.S.ATS	Electrical Construction Management

Program Code	Program Name
ENTR.S.AAS	Business Management/Entrepreneurship
GBM.S.AAS	Business Management
INTB.S.STC	International Business
LAC.S.STC	Large Animal Care & Handling
MRK.S.AAS	Business Management/Digital Marketing
MRK.S.CRT	Digital Marketing Communications
MRKTEC.S.CRT	Digital Marketing Technologies
PCB.S.CRT	Business Information Systems/Personal Computers in Business
PED.S.AA	Sport and Recreation Education
RMG.S.CRT	Retail Manager
SBM.S.STC	Small Business Management
SCT.S.STC	Supply Chain Technician
SMAN.S.CRT	Sports Management
SMC.S.CRT	Supply Chain Manager