HMT 1148: Meeting &Event Contracts and Negotiations
Credit Type – **Proficiency**

Course Description and Learning Outcomes:
https://www.sinclair.edu/course/params/subject/HMT/courseNo/1148/
Faculty Pathway Specialist(s) (Please include name, email and office hours**):**
Derek Allen: derek.allen@sinclair.edu
Resources Needed to Offer Course (software, equipment, books [include ISBN and edition], etc. – please include any associated costs)**:**
All resources will be in teacher eLearn shell, so no book is required for this course. Do need access to table and chairs to set-up an event and break it down as part of course curriculum.
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 partially online but also requires face-to-face meetings (blended). Test and exams are pencil/paper so in-person is required for the assessments.
How is the final grade for the course determined? (Please list all required assignments, assessments, etc.)
Final grade is determined for this course based on 1 case study, 5 discussions/assignments, 2 tests- a midterm and final. No scoring rubric, and up to high school instructor for grading assignments. Grades should be posted in eLearn.
Who is responsible for grading the required assignments and/or assessments? (faculty or instructor?)
No scoring rubric, and up to high school instructor for grading assignments. Grades should be posted in eLearn.
What is the grading scale for the course?
Standard grading scale, 0-59% (F) 60-69% (D) 70-79% (C) 80-89% (B) 90-100% (A). If a grade is on the borderline and .5 or higher, then the student will be raised to the next letter grade. An example is, if a student has 69.5 % then he/she will be awarded a C for the course.
Must students access the eLearn shell regularly to complete requirements?
Does the course require access to YouTube, GoogleDrive, etc.?
The course does require access to watching YouTube and using Google, Safari, Firefox, or Internet Explorer for videos and content.
Additional course details or requirements important for instructors not covered above:
Preferred to be taught in-person, live, but can be taught virtually/remote if necessary.
Most common (or popular) degrees this course is in?
Meeting and Event Planning.