

BELLEVUE COMMUNITY COLLEGE

INST 150A (5505) – International Business

COURSE SYLLABUS

Spring 2008

Instructor: Andrew Johnson
EMAIL: ajohnson@bcc.ctc.edu (best way to reach me)
Phone: 425-564-2915
Office Hours: 10:30 – 11:20 daily

Office: A200C

Required Text: International Business, Griffin & Pustay; Prentice Hall
ISBN:0131422634

Course Description: This is primarily an international business and trade survey class. Students will focus on the inter-relationships among technology, culture, law, and economics in the contemporary world. **Learning is the most effective when it is fun!** My goal is to make everything we discuss interesting and fun! A significant portion of this class will contain lively conversations and debates. Be prepared to contribute.

At the conclusion of this course, the student will be able to:

1. Survey and understand the global business environments
2. Comprehend contemporary international business concepts, principles and practices
3. Exhibit critical thinking skills
4. Have proficiency in oral and written business communications by presenting and supporting your findings and recommendations on a variety of topics
5. Solve international business problems in the workplace using available resources and teamwork
6. Understand the importance of diversity in the workplace

Learning requires hard work, discipline and commitment. For a five-credit course, expect to spend an average of 10 hours-per-week outside of class studying (studying includes reading; preparing assignments; analyzing synthesizing and integrating information).

My Expectations of You:

1. You are required to speak up in class and share your ideas with the whole class, but **please do not talk to other students during class lecture.** (Everyone has a pet peeve, this is mine!) Sarcasm and cultural insensitivity are close seconds. Please turn off your cell phone before coming to our classroom.
2. Please be on time and attend class regularly throughout the quarter. Excessive absences and tardiness disrupt the entire class. If you can not attend faithfully and on time, you should not take this class. **Significant, unexcused absences/tardiness will result in a failing grade – once a week is VERY significant.** If you are not present when attendance is taken, you do not get marked as attending class.
3. Please respect due-dates for written assignments and delivery of presentations. Assignments are due at the beginning of class. 25% will be the minimum deducted for late assignments and 50% will be deducted for each full day an assignment is late.
4. Read each chapter prior to class, including Review and Discussion Questions
5. If you require accommodation based on a documented disability, have emergency medical information to share, or need special arrangements in case of emergency evacuation; please make an appointment with me as soon as possible. If you would like to inquire about becoming a DSS student you may call 425-564-2498 or go in person to the DSS (Disability Support Services) reception area in B132.

Inclement weather/emergencies:

Always use your judgment as weather may vary throughout the Puget Sound area. Check the school's website, listen to radio stations: KING, KIRO, KOMO, KVI, KRKO, KWUZ, KUBE or KPLZ or watch TV stations KIRO, KING, or KOMO

PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION
Revised Winter 2006

Cheating, Stealing and Plagiarizing*

Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue Community College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Services for possible probation or suspension from Bellevue Community College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Dean of Student Services.

Incomplete

If a student fails to complete all the required work for a course, an instructor may assign the grade of Incomplete ("I"). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an "F").

F Grade

Students who fail a course will receive a letter grade of "F."

Final Examination Schedule

The Social Science Division will adhere to the final examination schedule as stated in the BCC Schedule. Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

Withdrawal From Class

College policy states that students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course.

Hardship Withdrawal

Instructors may assign the grade of "HW" (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme and exceptional circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

Students Who Require Disability Accommodations:

Students with disabilities who have accommodation needs are encouraged to meet with the Disability Support Services (DSS) office located in B132 (telephone 425.564.2498 or TTY 425.564.4110), to establish their eligibility for accommodation. The DSS office will provide each eligible student with an accommodation letter. Students who require accommodation in class should review the DSS accommodation letter with each instructor during the first week of the quarter.

Students with mobility challenges who may need assistance in case of an emergency situation or evacuation should register with Disability Support Services, and review those needs with the instructor as well.

Distribution of Grades

Grades will not be posted in the Social Science Division or in faculty offices, and secretaries will not give out grades. Students should access their grades through the BCC Web site.

Return of Papers and Tests

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if student supplies the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

**If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue Community College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (A251), the Dean of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.*

Grading for this course:

Please do not use any folders or binders. All assignments are to be stapled with the student name & class period in the top right corner of the paper. Any deviation from these requirements may result in more than 50% being deducted from your grade. All reports and assignments need to be double-spaced and typed in Times New Roman 12-point font and written in APA format.

<http://www.bcc.ctc.edu/writinglab/APA.html>

Your assignment for the International Business Brief is to write at least two International Business articles –one must be physically touched and mounted and another one must be from the Internet. **Failure to include and mount the physical article will result in at least 25% being deducted from your grade.** Your brief must include a one-page summary and a **full, three-page** analysis of the articles. Be sure to use and identify information from your textbook in your analysis. This assignment also includes a class discussion of your article.

Great guest speakers earn extra credit!

4.0-3.8	A	400-380
3.7-3.5	A-	379-360
3.4-3.2	B+	359-340
3.1-2.9	B	339-320
2.8-2.5	B-	319-300
2.4-2.2	C+	299-280
2.1-1.9	C	279-260
1.8-1.5	C-	259-240
1.4-1.2	D+	239-220
1.1-0.9	D	219-200
0.8-0.7	F	199 or less

Business Brief	_____	50
Cultural Differences	_____	25
Midterm Assessment	_____	50
Final Exam	_____	75
Research Project	_____	100
<u>Class Participation</u>	_____	100
Total		400

(It's easy to keep track of your grades!)

TENTATIVE SCHEDULE:

Week:

Assignments:

Week #1	Overview of International Business	Chapters 1
Week #2	Barriers to Trade Protectionism	Chapters 9& 10
Week #3	The Legal Environment Morals, Ethics & Laws	Chapters 3 & 5
Week #4	Business Centers Discussion of Briefs	Chapter 2 International Brief (April 25)
Week #5	Discussion of Briefs Review for Midterm	
Week #6	Team Research Assignments No class May 10 & 11	Midterm Exam (May 7)
Week #7	No class this week	Team Project Research
Week #8	Role of Culture	Chapter 4 Cultural Differences May 23
Week #9	Risk Management Team Presentations	Chapters 6, 7 & 8 Research Papers (May 27)
Week #10	Team Presentations	
Week #11	Final Exam – see schedule	

<http://www.bcc.etc.edu/classes/exams/>