

Introduction to Business
BU110

Instructor: Sally Hackman

Office: T. Berry 305A

Email: shackman@centralmethodist.edu

Phone: (660) 248-6340 or (660) 338-2078

Office Hours: MW 1-3; MWF 8-9; or by appointment

CMU Mission: Central Methodist University prepares students to make a difference in the world by emphasizing academic and professional excellence, ethical leadership, and social responsibility.

CMU Values, Goals, & Creed: The CMU values, goals, and creed can be found on pages 6-8 of the University Catalog.

Text: Business Essentials, 6th edition, Ronald J. Ebert and Ricky W. Griffin. Prentice Hall Publishing

Course Description: This is an introductory survey course to acquaint students with the major forms of business organizations and to explore the major functional areas of business; accounting, finance, marketing and management within the context of the modern global, political, social and economic environment. Open to freshmen and sophomores or with permission of either instructor or division chair.

Assignments: NO LATE WORK ACCEPTED. PLAN AHEAD!!

Division of Study and Semester Points Possible: The instructor reserves the right to alter the following during the course of the semester in order to meet the learning needs of the class.

Division of Study

Exam #1: Chapters 1-4

Exam #3: Chapters 8,10,11,12

Exam #2: Chapters 5,6,7,9

Exam #4: Chapters 13-16

Division of Points	Point total	Percentage
4 exams, 4 @ 100 pts each	400	50%
Final exam	150	18.75%
Individual assignments	100	12.5%
Group company research assignment	100	12.5%
Assorted in-class activities	50	6.25%

Attendance Policy: I will follow the attendance policy at your individual school. I will take attendance every day and good attendance can enhance a borderline grade. I believe that good attendance is necessary to achieve success in this course. If you miss a class, please read the appropriate chapter in the textbook and/or have your facilitator tape the period.

Academic Honesty: All college and department policies on academic honesty will be strictly enforced. All cases will be reported to the Academic Dean and to the Chair of the Department of Business and Economics.

ADA Statement: Please refer to the “students with disabilities policy” in the University Catalog on pages 27 and 28. It is **your** responsibility to make arrangements with the Learning and Teaching Center and your instructor for special accommodations.

Final Thoughts: This syllabus is subject to change if it is in the best interest of the class and the students in the class.

August 24 NO CLASS	August 26 Welcome; Syllabus; Begin Chapter 1 (2-13)	August 28 Finish Chapter 1 (13-26)
August 31 Begin Chapter 2 (36-51)	September 2 Finish Chapter 2 (51-62)	September 4 Begin Chapter 3 (72-84)
September 7 LABOR DAY—NO CLASS	September 9 Finish Chapter 3 (84-96)	September 11 Begin Chapter 4 (108-121)
September 14 Finish Chapter 4 (121-128)	September 16 WIBN & Review	September 18 Test 1 (Chapters 1-4)
September 21 Begin Chapter 5 (142-153)	September 23 Finish Chapter 5 (153-162)	September 24 DATE CHANGE Begin Chapter 6 (174-185)
September 28 Finish Chapter 6 (185-193)	September 30 Begin Chapter 7 (204-216)	October 2 Finish Chapter 7 (216-225)
October 5 Begin Chapter 9 (266-275)	October 7 Finish Chapter 9 (275-283)	October 9 Catch Up Day
October 12 WIBN & Review	October 14 Test 2 (Chapters 5-7, 9)	October 16 Begin Chapter 8 (238-245)
October 19 FALL BREAK--NO CLASS	October 21 Finish Chapter 8 (245-253)	October 23 Begin Chapter 10 (294-304)
October 26 Finish Chapter 10 (304-315)	October 28 Begin Chapter 11 (328-339)	October 30 Finish Chapter 11 (339-350)
November 2 Begin Chapter 12 (364-377)	November 4 Finish Chapter 12 (377-385)	November 6 Catch Up Day
November 9 WIBN	November 11 Test 3 (Chapters 8, 10-12)	November 13 Begin Chapter 13 (398-408)
November 16 Finish Chapter 13 (408-418)	November 18 Begin Chapter 14 (428-436)	November 20 Finish Chapter 14 (436-447) Group Company Research Due
November 23 THANKSGIVING BREAK NO CLASS	November 25 THANKSGIVING BREAK NO CLASS	November 27 THANKSGIVING BREAK NO CLASS
November 30 Begin Chapter 15 (462-473)	December 2 Finish Chapter 15 (473-481)	December 4 Begin Chapter 16 (492-503)
December 7 Finish Chapter 16 (503-513)	December 9 WIBN	December 11 Test 4 (Chapters 13-16)
Final		