



BUS 724

Foundations for Business Studies

SYLLABUS



ST. THOMAS
UNIVERSITY

Leaders for Life

I. Course Title

BUS 724 Foundations for Business Studies

II. Course Credit

3 credits

III. Prerequisites

None

IV. Faculty/Teaching Assistant

Faculty

Name: Md Tanvir Pavel

Title: Instructor

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V. Course Description

The purpose of this course is to provide the foundation for understanding economics. The development of the aforementioned basic skills occurs within a business economics context and recognizes previously completed courses as well as experiential learning. The course is a self-paced study of economic principles and practices for those with no previous background in economics.

VI. Learning Outcomes

1. Survey and analyze various economics issues
2. Utilize the tools of supply and demand.
3. How to calculate and use price elasticities of supply and demand
4. Production and Cost decision made by Firms.
5. Profit-maximizing behavior of firms in competitive and non-competitive markets
6. GDP and other aggregate concepts
7. Understand the role of the Federal Reserve System.
8. Analyze various fiscal and monetary tools and their impact on the economy.

VII. Resources

Textbook(s)

Title: Essential Foundations of Economics

Edition: 8th (2018)

Authors: Robin Bade, Michael Parkin

Publisher: Pearson

ISBN-13: 978-0-13-452020-9 (Digital)

Price: \$64.99

Instructions: Purchase of this digital text will grant access to an eTextBook on VitalSource.com. After you have completed your purchase, instructions on how to redeem your access code will be available on your account page.

VIII. Course Outline and Expectations

1. Economic problem
2. Elasticity: The responsiveness of Demand and Supply
3. Economic Efficiency and Government intervention in the Market
4. Prices & Profits – Production and Cost
5. Industry Performance – Market models
6. Monitoring Macroeconomy – GDP, Economic Growth and Inflation
7. Understanding Macroeconomy - Fiscal Policy and Monetary Policy

Expectations

This is an accelerated course lasting 8 weeks, and as such will require a higher work load each week than if this was a 16-week course. In order to fulfill the 135 contact hour expectations, this will mean that you will be expected to spend about 20 hours a week engaged with the course. Engagement means reading, watching videos, participating in discussions, working on homework/projects/activities/assignments, researching and analyzing materials, and other items assigned by the instructor.

Participation/Attendance

Each student must keep current on assignments. Late assignments are not graded. Medical emergencies with valid documentation would be about the only exception, although documentation of extended interruption of Internet service due to technical problems beyond the control of the student might also be an exception.

Participation in all course activities is a very important element of this course, is a basic expectation, and counts for part of your grade. Course participation consists of *active* and respectful involvement in class discussions, presentations, peer feedback, postings, replies, projects, and other interactions. The course grade takes into account quality, quantity, and timeliness of student participation. Absence, disrespectfulness, non-participation, and passive participation in course activities all lower your chances of earning a passing grade.

Where references are required because you rely on material you have not created, the APA style should be used. The STU Library website provides guidance on how to do APA style references and bibliography. When using references, citations should appear in your text and then a complete reference in your bibliography using APA style.

Academic Honesty

Plagiarism is intentionally or unintentionally representing the words or ideas of another as one's own in any academic exercise.

Each student should go to the St. Thomas University Library website and find Distance Education Services. On the menu in the left margin, you should go to the bottom of the list to a link entitled Resources to Prevent Plagiarism. Both texts there and other locations on the STU portal should be sufficient to inform the student of both plagiarism and academic dishonesty.

Cheating is intentionally using or attempting to use unauthorized materials, information or study aids in an academic exercise.

Academic Integrity

According to the **STU Student Handbook**: “Academic dishonesty is considered to be the representation of another’s work as one’s own, either directly or through complicity in falsification; cheating; plagiarism; facilitating academic dishonesty; or infringing on the academic rights of others.”

Facilitating academic dishonesty is intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.

In addition, “Dishonesty, including: cheating, plagiarism, or other forms of academic dishonesty that are intended to gain unfair academic advantage; furnishing false information to a University official, faculty member, campus office or government official; forgery, alteration, or misuse of a University document, key, or identification instrument.; misrepresenting oneself to be an authorized agent of the University or one of its auxiliaries (Student Code of Conduct: Part One: VII. Violation of University Standards, #3).

Providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz or other assignment will be considered as academic dishonesty.

Students who plagiarize the work of others or who engage in academic dishonesty will be required to meet with the Business School administration prior to being readmitted to class and will receive a Zero on the assignment.

Special Accommodations

Students are expected to communicate with instructors regarding special circumstances (such as illness, emergency, learning disabilities, etc.) which might impact their learning in the course and the submission of coursework.

There is a commitment to the success of each student in this class. Students living with disabilities that require accommodation should contact **the student success representative in the course**.

The instructor will work with AEC registered students to ensure that all educational needs are met. If any other special need or concern that may affect student learning and full participation in the course are identified, contact the instructor to discuss how to collaboratively ensure classroom success. Please note that it is your responsibility to get the instructor a copy of your accommodation needs as soon as possible so that the appropriate alternations can be made before the assignments are due.

Course Communication Policy

You may expect a response to any email inquiries from your instructor(s) and/or coach(es) within twenty-four (24) to forty-eight (48) hours. You may expect feedback on course assignments within seventy-two (72) hours.

Course Communication Guidelines (Netiquette)

Netiquette is a set of rules for behaving properly online. Much of our communication in this course will take place in the forums and through email. Here are some guidelines for online communication in this course:

- Be sensitive to different cultural and linguistic backgrounds, as well as different political and religious beliefs.
- Use good taste when composing your responses. Swearing and profanity should be avoided. Also consider that slang terms can be misunderstood or misinterpreted.
- Don't use all capital letters when composing your responses. This considered "shouting" on the Internet and is regarded as impolite or aggressive. It can also be stressful on the eye when trying to read your message.

- Be respectful of others' views and opinions. Avoid "flaming" (publicly attacking or insulting) others.
- Be careful when using acronyms. If you use an acronym it is best to spell out its meaning first, then put the acronym in parentheses afterward, for example: Frequently Asked Questions (FAQs). After that you can use the acronym freely throughout your message.
- Use good grammar and spelling, and avoid using text messaging shortcuts.
- In emails, always identify yourself and what class and section you are in. It is a good practice to put your course and section in the subject line. This helps your instructor identify course related emails.

IX. Technology Requirements

Computer/Technology Requirements

Online students will need regular access to a personal computer that runs on a broadband Internet connection.

Computer/Technology Skill Requirements

Online students will need to possess basic computer skills, including the ability to successfully use Internet browsers to navigate the internet. Students are expected to exhibit basic skills in Microsoft Word, Microsoft Excel, and Microsoft Powerpoint.

Learning Management System

Students are provided with guides and online ticketing service when an LMS issues arises. To access the 24/7 help desk and resources, access the Help option by clicking on the question mark icon in the navigation bar on the left side of your course page.

X. Grading and Evaluation

Final Grade Calculation

Tasks	Points
Assignments (3)	30
Exercises (6)	30
Quiz (4)	20
Discussion Questions (5)	20
Total Points	100

Blanket Statement on when assignments/assessments are due should go here.

Grading

In determining the final course grade, the following scale is used:

Total points	Letter grade
93 and above	A
90 to 92	A-
87 to 89	B+
83 to 86	B
80 to 82	B-
77 to 79	C+
73 to 76	C
70 - 72	C-
67 to 69	D+
60 to 66	D
59 and below	F

Rubrics

The rubrics for all exercises, discussion questions and assignments are included in the course sections on Canvas and will provide an understanding of how students will be assessed on the course's assignments.

Late Work Policy

The only late work that will be considered are those instances where the student has communicated with their instructor regarding unavoidable circumstances, *such as reporting an illness and submitting a doctor's note to their instructor.*

XI. Course Evaluation

At the end of this course, students are encouraged to complete a course evaluation that will be distributed to them via email and through a course link.

XII. Course Schedule

Module	Title	Topics	Required Reading
Module 1	Economic Problem	Economic Problem, Demand, Supply	Chapter 3 & 4
Module 2	Elasticity: The responsiveness of DD and SS	Elasticity, Efficiency, Fairness of Markets	Chapter 5 & 6
Module 3	Economic Efficiency and Government intervention in the Market	Government actions, Global Markets	Chapter 7 & 8
Module 4	Prices & Profits	Production, Cost, Perfect Competition	Chapter 10 & 11
Module 5	Industry Performance	Monopoly, Monopolistic Competition, Oligopoly	Chapter 12 & 13
Module 6	Monitoring Macroeconomy	GDP, Economic Growth, Money, Inflation	Chapter 14, 17 & 18
Module 7	Understanding Macroeconomy	Aggregate Supply, Aggregate Demand, Fiscal Policy, Monetary Policy	Chapter 19 & 20

XIII. Student Support

Disability Services

Students are expected to communicate with instructors regarding special circumstances (such as illness, emergency, learning disabilities, etc.) which might impact their learning in the course and the submission of coursework.

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The instructor will work with AEC registered students to ensure that all educational needs are met. If any other special need or concern that may affect student learning and full participation in the course are identified, contact the instructor to discuss how to collaboratively ensure classroom success. Please note that it is your responsibility to get the instructor a copy of your accommodation needs as soon as possible so that the appropriate alternations can be made before the assignments are due.

Library Services

University Library – offers assistance with research for students. Qualified library staff can help with locating and using many kinds of print and electronic resources including many searchable databases (e.g., e-encyclopedias, e-books, e-journals, print journals and magazines, newspapers). The Library is open seven days per week (call for hours). Students can attend in person, telephone (305) 628-6667, or go to the Library Website (<http://www.stu.edu/library>).

Student Counseling Services

Academic Enhancement Center (“AEC”) – offers courses of instruction in the skill areas of writing, reading, English as a Second Language, and others. Its qualified personnel offer individualized and small group instruction to St. Thomas University students wishing to improve their basic skills. In addition, the AEC offers placement-testing services (such as ELLIS-English Training Software) to all graduate applicants. The AEC is located in the Institute for Workforce Enhancement Building (on the southwest side of the O’Mailia building) and is open Monday through Friday (call for hours). Students can attend in person, telephone (305) 628-6563, or go to the AEC Website (<http://www.stu.edu/aec>).

Writing Center

University Writing Center (“UWC”) – provides St. Thomas University students help with

writing issues. Students can work one-on-one with personnel trained in all aspects of writing, from brainstorming to drafting, revising, editing, research, documentation, and proofreading. The UWC is located in the Kennedy Building, Room 209-B, and is open Monday through Friday (call for hours). To get an appointment for general assistance with written assignments, students can attend in person, telephone (305) 628-6607, or go to the UWC Website (<http://www.stu.edu/uwc>).

Technology Support Services

Office of Information Technology (“OIT”) – provides several kinds of technical, training, telephone support, and consulting services. St. Thomas University students can attend in person, telephone (305) 628-6610, send an e-mail to helpdesk@stu.edu, or go to the OIT Website (<http://www.stu.edu/oit>).

XIV. Additional Course Information

Syllabus Subject to Change

While information and assurances are provided in this course syllabus, it should be understood that content may change in keeping with new research and literature and that events beyond the control of the instructor could occur. Students will be informed of any substantive occurrences that will produce syllabus changes.