



COLLEGE OF BUSINESS

Illinois State University

MGT 220: Business Organization and Management

Fall 2026 Syllabus

COURSE INFORMATION

Instructor: Dr. Faezeh (Mehr) Amirkamali

Email: famirka@ilstu.edu

Office: SFHB 246

Class meetings: Wednesdays, 3:35 to 4:50 p.m., SFHB 366. Mondays are asynchronous, except August 17 and November 30, when we meet in person.

Student hours: In-person: Wednesdays 12:30-1:30 pm, via Zoom: Mondays 2:00-4:00 pm, and by appointment

Appointments: [Schedule a meeting](#)

Zoom: [My Zoom room](#)

Student hours are the time I keep free for you. Come to ask about the course, work through something you are stuck on, or just introduce yourself. You do not need a crisis or a prepared question. Drop in any time or book a slot using the link above. If none of those times work, email me, and we will find another.

COURSE DESCRIPTION

Organization theories and the role of managers as leaders. Planning and control systems, decision-making, and human considerations.

COURSE PURPOSE

MGT 220 builds the vocabulary and the judgment you need to function inside an organization and, eventually, to run part of one. You will learn what managers actually do across planning, organizing, leading, and controlling, how organizations are structured and why they change, and how the people inside them are recruited, motivated, and led. The course is deliberately applied: most of what you learn, you will use on a case or an exercise within a week of learning it.

COURSE COMPETENCIES (LEARNING OBJECTIVES)

By the end of this course, you will be able to:

1. Describe the four principal functions of management, managerial roles and skills, and the different levels of management.
2. Identify internal and external stakeholders of organizations, and managers' ethical responsibilities to those stakeholders.
3. List the basic tenets of organizational strategy, culture, structure, and change.
4. Define the activities related to human resource management.
5. Discuss the differences between entrepreneurship and other types of employment.

6. Describe principles of effective leadership and teamwork, and how they relate to diversity, equity, and inclusion.

RESOURCES/MATERIALS

Kinicki, A., Breaux Soignet, D., and Hartnell, C. Management: A Practical Introduction, 2024 release. McGraw-Hill. Discounted ISBN: 9781265126421 (includes the eBook and 180-day Connect access)

Price: \$90.75

Connect is McGraw-Hill's online learning platform and provides your digital textbook, homework, and interactive resources. All weekly homework runs through Connect, and grades sync automatically to Canvas. Register using your full name as it appears on the ISU class roster and your ISU email address, so that your work is recorded against the right person. Complete registration in the first week to avoid access problems later. The instructions for purchasing the Connect subscription are posted on Canvas.

GRADING

We will use several methods to assess and recognize your progress in this course. Your performance will be measured on a 1000-point scale, and final grades will be assigned as follows:

Assessment	Basis	Points (of 1000)	Weight
Exams	Exam 1 (120), Exam 2 (120), Final Exam (160). In-person, on Canvas using Respondus LockDown browser	400	40%
Weekly Connect Prep Homework	12 SmartBook assignments, 16 points each. The two lowest are dropped.	160	16%
Weekly Connect Apply Homework	26 application assignments, 8 points each. The six lowest are dropped.	160	16%
In-Class Quizzes	11 quizzes, 20 points. The two lowest are dropped.	180	18%
AI in Management Project	Team submission	60	6%
Team Experience Analysis	Individual submission	40	4%
Total		1000	100%

Letter Grade	Description	Final Percentage, Rounded	Points (of 1000)
A	Excellent	90.00% to 100.00%	899.95 or higher
B	Good	80.00% to 89.99%	At least 799.95 but less than 899.95
C	Satisfactory	70.00% to 79.99%	At least 699.95 but less than 799.95
D	Poor, but passing	60.00% to 69.99%	At least 599.95 but less than 699.95
F	Failing	0.00% to 59.99%	Less than 599.95

Your final percentage is rounded once, to two decimal places, using standard rounding: if the third decimal is 5 or higher, the second decimal rounds up. The rounded percentage determines your letter grade. Rounding happens once, at the end of the semester.

ASSESSMENTS

Full assignment requirements and guidelines will be posted on Canvas. An overview of each assignment appears below.

Exams (40%)

There are three exams. Exam 1 and Exam 2 are worth 12 percent each, and the Final Exam is worth 16 percent. The Final Exam is not cumulative; it covers only Chapters 10 through 14. Exam dates are in the course calendar. All exams are multiple-choice and are taken in person, in our regular classroom, on Canvas using the Respondus LockDown browser. Bring your laptop to every exam, since the browser does not work on phones or tablets. Exams cannot be taken remotely. The weekly module for each exam week includes an exam review document with a sample of practice questions. A make-up is offered only for absences that qualify under the Valid Exceptions (see Absence and Late Arrival Policy). If you miss an exam without a valid exception, it is recorded as a zero.

In-Class Quizzes (18%)

You will take a short quiz at the end of eleven of the Wednesday in-person sessions. Quiz dates are listed in the course calendar. Each quiz is worth 20 points, is multiple choice, and is taken on Canvas using the Respondus LockDown browser, so bring your laptop to every Wednesday session.

Each quiz covers the Connect prep homework (SmartBook) from Monday immediately before it, plus what we did in the room that day. If you have completed the Connect prep homework (SmartBook) and are attentive during the session, you should do well without additional studying. The quizzes exist so that the asynchronous half of this course is not optional, and so that what you know is measured somewhere other than at home.

Of the eleven quizzes, your best nine count. The two lowest scores are dropped automatically. Those two drops are your cushion for illness, travel, transportation, work conflicts, and anything else, and you do not need to report an absence, explain it, or provide documentation to use them. If you miss a session for a reason that qualifies under Valid Exceptions, that quiz does not come out of your cushion. See the Absence and Late Arrival Policy for how that works.

Weekly Connect Homework (32%)

Each week, you complete two kinds of homework in Connect. Everything in this category is scored automatically and syncs to Canvas.

Connect Prep (SmartBook) (16%). Before each chapter, you complete one SmartBook assignment. Its job is to get the vocabulary into your head so that the Wednesday session can do something with it. SmartBook in this course is targeted rather than exhaustive: each assignment is trimmed to the concepts that appear in class and on the exams. There are 12 of these, one for every chapter after the first, and each is worth 16 points.

Connect Apply (16%). After each chapter, you complete two application assignments, drawn from Application-Based Activities, video cases, Executive Interview segments, Manager's Hot Seat videos, case

analyses, and self-assessments. There are 26 of these across the semester, and each is worth 8 points. You may complete each Apply assignment *twice*. Connect records whichever attempt *scored higher*, so a second attempt can only help you.

Drops. Connect homework is not accepted late, and I do not grant extensions for ordinary life. In place of extensions, your two lowest Prep scores (Smartbook) and your six lowest Apply scores are dropped at the end of the semester. That covers two missed weeks completely, with two Apply assignments left over. You do not need to email me, explain, or provide documentation to use a drop. The one exception is an absence that qualifies under Valid Exceptions, where, rather than spending a drop, I extend your deadline. See the Absence and Late Arrival Policy for how that works.

AI in Management Project (team, 6%). Artificial intelligence is changing management practice, and being able to judge what an AI tool gets right and what it gets wrong is now part of being a competent manager. Once during the semester, your base team completes a single AI in Management Project. Your team uses a generative AI tool on a realistic management task, then evaluates what it produced against what you have learned from the textbook and the sessions. The value of the project is in your evaluation, not in the AI output.

The project is assigned on Wednesday, 30 September, and most of the work happens in class, during the sessions on 30 September and 7 October, so you do not need to coordinate outside our Wednesday meeting. Your team submits one package through Canvas by 9:00 p.m. on Sunday, 11 October, which includes the full AI transcript, an evaluation of about two pages, and a short contribution statement naming what each member did.

Two practical notes: before you start, complete the Gen AI Prep available in the Week 1 module on Canvas. It explains which tools you may use, how to capture a transcript, and how to attribute AI use correctly. And if a teammate is not contributing, tell me before the deadline rather than after.

Team Experience Analysis (individual, 4%). Near the end of the semester, you will write about 300 words analyzing your own experience in your base teams, using the concepts from Chapter 13. You will be asked to compare your first team with your second, to name at least two chapter concepts explicitly, and to describe one concrete disagreement your team had and how it was resolved. It is an individual assignment about a shared experience. It is due at 9:00 p.m. on Friday, 20 November.

Getting Started in Connect (required)

Before you begin weekly homework, complete the orientation tasks posted in the Week 1 module on Canvas: Connect Orientation, SmartBook Orientation, Application-Based Activity Orientation, and Gen AI Prep. They are short and build the basic competency you need so that you do not lose points to the platform rather than to the material. They carry no points, but Connect assignments will be difficult to complete without them, and the Gen AI Prep is required before the AI in Management Project. Please finish them by Sunday, August 30, at 9:00 p.m.

Base Teams and In-Class Work

You will be assigned to a base team of five in week 2, and you will sit with that team in the same part of the room every Wednesday. A seating map will be posted on Canvas. Teams are assigned rather than self-selected. Most Wednesday sessions include a team task: a case, a decision, or a structured disagreement. Each team rotates four roles week to week: recorder, timekeeper, reporter, and skeptic, whose job is to argue against whatever the team is converging on.

On each of the eleven quiz days, at least one question is about the team task you did in the room that day, so the way to earn those points is to have actually taken part.

Teams are reassigned once, immediately after Exam 2, so you work with two different groups over the semester. This caps any difficult team at about eight weeks, and it gives the Team Experience Analysis something real to compare. If something in your team is genuinely wrong, tell me early. No penalty attaches to raising a concern.

A Note on Class Size

This section has about 90 students, and the design reflects that. Almost everything you submit is scored automatically and appears in Canvas within minutes, so you are never waiting to find out where you stand. Where ordinary life gets in the way, the course drops your lowest scores automatically instead of asking you to document what happened or negotiate an exception by email. In return, I ask you to use the Course Questions discussion board on Canvas rather than email for anything that is not personal to you, because the answer there reaches all ninety of us at once.

COURSE POLICIES

Course Communication

Access to Canvas is required for this course. Announcements, assignments, and course files are posted there. I communicate all important information through Canvas announcements, which are also sent to your ISU email, so please set your notification preferences for MGT 220 to “Notify immediately” for Announcements, and check your ISU email regularly. If you do not check either daily, forward your ISU email to the account you do check.

Because this section is large, post any questions about deadlines, assignments, policies, Connect, or Canvas to the Course Questions discussion board rather than emailing me. Most questions have already been asked there. Use email for matters specific to you: an accommodation, an emergency, a grade concern, or anything you would not want posted publicly. I respond to emails within 48 hours on weekdays. Please do not count on a reply in the two hours before a deadline.

I reserve the right to modify this syllabus as needed to support the evolving needs of the class. Any changes will be announced through Canvas.

Absence and Late Arrival Policy

You are expected to arrive on time for the Wednesday session, with “on time” meaning seated and ready to begin at the scheduled start. In a room of ninety, arriving late and leaving early is disruptive to the people around you, so please plan to be there for the full period.

If you miss a session, review the weekly module on Canvas and get notes from a classmate. For an ordinary absence, there is no make-up quiz; your two dropped quiz scores are the cushion, and for Connect homework, your dropped Prep and Apply scores do the same job. Beyond the drops, a missed session simply means you do not earn those quiz points.

Absences that qualify under Valid Exceptions below do not cost you your drops. For a quiz, contact me and I will provide a make-up; if a make-up is not feasible, I will exclude that quiz from your grade calculation instead, so that it costs you nothing either way. If you miss three or more quizzes under a Valid Exception, you may instead arrange to complete all of them together during finals week. For Connect homework, I

extend your deadline, normally by one week, so that you can complete the assignments rather than take a zero. If you miss an exam due to a Valid Exception, contact me, and I will provide a make-up. In every case, notify me as soon as possible and send the appropriate documentation.

Valid Exceptions

- **Absence for bereavement, active military duty, or serious communicable disease.** If you need to miss class due to [ISU bereavement absence policy](#), active military duty, fulfillment of a religious obligation, or [required quarantine/isolation for a serious communicable disease](#), contact the [Dean of Students Office to request that a formal excused absence](#) notice be sent to me. The Dean of Students Office can send a courtesy notice to your instructors about other absences, but many other absences (including routine illness for which isolation/quarantine are not indicated) are governed by the absence policy for this course and are not excused under university policy.
- **Absence for university-authorized activity.** If you need to miss class due to a university-authorized activity, as defined by [University policy](#), it is your responsibility to (1) inform me of scheduled absences in advance, (2) provide a schedule of all semester absences, as soon as you know, where possible, and (3) arrange to complete missed class work, which in this course means contacting me so that I can set up a make-up. Ultimately, you are responsible for any material covered in missed classes.
- **Absence for extraordinary circumstances.** If you need to miss class for an *extraordinary circumstance*, such as a job interview, I will work with you, provided you submit appropriate documentation before the absence. You must discuss these circumstances with me as soon as they arise; accommodations cannot be granted retroactively.

Late Submissions

Work must be submitted on time, just as in professional settings. Almost every Canvas and Connect deadline in this course falls on a Sunday at 9:00 p.m., as shown in the course calendar. Three are not: the Team Experience Analysis and Chapter 12 Apply homework are due Friday, 20 November, and the Chapter 14 Apply homework is due Friday, 4 December.

Canvas submissions received after 9:00 p.m. but within 24 hours incur a 20 percent penalty. Anything more than 24 hours late receives a zero. Connect homework cannot be submitted late, because Connect closes the assignment at the deadline. Your dropped Prep and Apply scores exist for exactly this reason. If you miss a deadline because of an absence that qualifies under Valid Exceptions, contact me as soon as you can. See the Absence and Late Arrival Policy for how extensions work.

Use of Electronic Devices

All quizzes and exams in this course are administered on Canvas using the Respondus LockDown browser, so please always bring your laptop to the Wednesday session (the browser does not work on phones or tablets). Cell phone use during class is not allowed. Silence your phone and keep it away.

Use your laptop for our work. Social media, shopping, messaging, streaming, and unrelated browsing pull attention from the people around you as much as from you, which is why this is a shared-space rule rather than a personal one. If device use is disrupting a session, I will ask you to stop, and if it continues, I may ask you to leave for that session.

Look after your own equipment. Back up your work regularly and keep a copy somewhere other than one laptop, because a device failure the night before a deadline is difficult to fix after the fact. A computer problem is not, on its own, a reason for an extension.

If you do not have reliable access to a computer or the internet, contact the [Technology Support Center](#) at (309) 438-4357. Walk-in support is in Julian Hall, Room 115. They can discuss options, including campus WiFi and a loaner laptop program that any student may request. University computers and short-term laptop loans are also available at Milner Library.

Grade Appeals

If you believe a grade does not accurately reflect the quality of your work, submit an appeal via email within 7 days of the grade being posted or the assignment being returned. Your appeal must explain why the grade does not reflect your work, specify the number of points requested, and cite specific evidence from course materials, such as the textbook. The 7-day window cannot extend past the University's grade submission deadline, so a shorter window applies to work returned in the final two weeks of the semester.

Academic Integrity and Plagiarism Policy

You must be honest in all academic work, consistent with the academic integrity policy as outlined in the [Code of Student Conduct](#). Unauthorized and/or unacknowledged collaboration on any work, or the presentation of someone else's work as your own, is plagiarism. Also, content generated by an Artificial Intelligence third-party service or site (AI-generated content) without proper authorization and attribution constitutes plagiarism. The penalty for plagiarism is failure of the assignment, and the violation will be referred to [Student Conduct and Community Responsibilities \(SCCR\)](#).

All work should be appropriately cited when it is borrowed, directly or indirectly, from another source. If you are unsure about whether something used in your work requires attribution, please reach out to me to discuss it as soon as possible. You can also consult the [Milner Library's guide](#) to avoiding plagiarism.

Artificial Intelligence Use Policy

You may use generative AI tools, such as ChatGPT, Adobe Firefly, or other text, image, or content generators, only for specific assignments where I explicitly permit their use and their use is properly disclosed through in-text citations, quotations, and references. When used, you must provide proper attribution (name the tool, how it was used, and what part of the work it influenced). Use of AI tools for any other coursework is strictly prohibited and will be considered academic dishonesty under the Illinois State University Academic Integrity Policy.

You may use AI only for specific assignments where I explicitly permit it. That means the AI in Management Project, where AI use is not merely permitted but required, and where you must attach the full transcript. AI use is not permitted on quizzes, exams, Connect homework, or the Team Experience Analysis.

This policy does not restrict assistive technology used under an accommodation approved by Student Access and Accommodation Services, spelling and grammar checking built into Word, Canvas, or your browser, or any tool I provide or direct you to use in class. If you are unsure whether a tool you rely on falls here, ask me before you use it, and I will answer in writing.

If I have a concern about AI use on a submission, I will raise it with you directly and ask for your account of how you produced the work before I make any referral or assign any penalty. You will have the opportunity to walk me through your process, your drafts, or your sources.

You are responsible for everything you submit. If a tool invents a source, a statistic, or a fact about a company, that becomes your error the moment you submit it.

Do not enter another student's work, another student's personal information, or any confidential material into an AI tool.

Classroom Behavior

This class adheres to Illinois State's [Mission, Vision, and Core Values](#). In the classroom, you are expected to conduct yourself in a manner consistent with Illinois State University's [Code of Student Conduct](#), and you should familiarize yourself with the University [Classroom Disruption Policy 4.1.17](#).

Disruptive student conduct is behavior in a classroom or other learning environment (including in-person and virtual learning environments in both on and off-campus locations) that disrupts the educational process. Examples of disruptive behavior include, but are not limited to, the following:

- threatening, intimidating, or other inappropriate behavior toward the instructor or classmates
- persisting in disruptive personal conversations with other class members
- unreasonable interference with class discussion or activities
- repeated interruptions by electronic devices
- refusing to follow the direction of the instructor or other university official
- leaving and entering class frequently without notifying the instructor of illness or other extenuating circumstances

Students who demonstrate disruptive class behavior may be removed from the classroom for the remainder of that class session and may be referred to Student Conduct and Community Responsibilities under Policy 4.1.17. SCCR determines whether the referral proceeds under the Code of Student Conduct.

Recording of Class and/or Lectures

This is a notice that your instructor may record class sessions. Recordings made available at the discretion of the instructor are for use only by students enrolled in the class and only for the purpose of individual or group study. The recordings may not be reproduced, shared with those not enrolled in the class, or uploaded to publicly accessible web environments. Students may not use phones or other audio or video recording devices to record classroom lectures/class discussions or to take photographs except with an approved accommodation from [Student Access and Accommodations Services](#). Violation of this classroom rule may result in referral to [Student Conduct and Community Responsibilities \(SCCR\)](#) for disciplinary action.

Accommodation for Students with Disabilities

Any student needing to arrange a reasonable accommodation for a documented disability and/or medical/mental health condition should contact [Student Access and Accommodation Services](#) at 308 Fell Hall, Office Phone [\(309\) 438-5853](#), Video Phone [\(309\) 319-7682](#), or visit the website at [StudentAccess.IllinoisState.edu](#).

Students' Basic Needs

Student Navigator Program. The Student Navigator program is a student-led, peer-to-peer initiative in the Dean of Students Office designed to assist students facing economic hardships and basic needs crises.

Referrals are available to resources for food, textbooks, housing, finances, health, and more. For more information, visit the [Student Navigator program page](#).

Mental Health Support

Life at college can get very complicated. It's common to face challenges in college, whether they relate to academics, identity, relationships, mental health, or other personal matters. If you're feeling stressed, overwhelmed, anxious, depressed, or simply need someone to talk to, you're not alone—help is available.

[Student Counseling Services \(SCS\)](#) provides FREE and confidential counseling to all students, inclusive of all backgrounds, identities, and experiences. You can visit SCS in person at 320 Student Services Building, make an appointment online through the [Secure Student Health Portal](#), or call (309) 438-3655 to access services. Additional information can be found at [Counseling.IllinoisState.edu](#).

In addition, TimelyCare is a free, 24/7 virtual mental health and well-being platform for ISU students. It offers immediate access to mental health support, including on-demand mental health counseling, scheduled counseling visits, health coaching, and digital self-care. You can access [TimelyCare](#) by visiting online or through the [Redbird Well](#) page on the ISU mobile app, or by downloading the [TimelyCare](#) app.

Please don't hesitate to use these services, and feel free to reach out to your professor if you need help connecting with campus support. Your health and well-being matter.

Student Technology Support

All students are encouraged to take the Introduction to Technology Quickstart Orientation, found at [IllinoisState.edu/Quickstart](#).

Technology support is available at [help.illinoisstate.edu/technology](#), including hundreds of help articles on everything involving ISU technology, online chat, and phone support at (309) 438-HELP (4357). Walk-up support and computer repair and purchases are available from TechZone, located on the first floor of the Bone Student Center, and at [TechZone.IllinoisState.edu](#).

Two software packages are available at no additional charge: Microsoft 365 (Word, Excel, PowerPoint, and more) and Adobe Creative Cloud. You can install both on your personal computer.

If you do not have access to the technology you need to be successful in your coursework, contact the [Technology Support Center](#) at (309) 438-4357 to discuss options, including campus WiFi and the loaner laptop program that any student may request.

Religious Accommodations

The University provides reasonable accommodations for students' sincerely held religious beliefs or practices except where such an accommodation would fundamentally alter the curriculum or academic program. Students seeking religious accommodations should submit a completed request for [accommodation form](#) to [Student Access and Accommodation Services](#). Ten (10) days' notice prior to the proposed start date for the requested accommodation is requested.

Campus Safety and Security

Illinois State University is committed to maintaining a safe environment for the University community. Please download the SafeRedbirds app, the official safety application for Illinois State University. You

should also consult the information posted in each classroom about emergency shelters and evacuation assembly areas. Both are indicated on stickers inside every classroom.

Anti-Harassment & Non-Discrimination

ISU is committed to creating and maintaining a learning environment that is welcoming, supportive, respectful, inclusive, diverse, and free from discrimination and harassment. University classrooms are perhaps the most diverse learning environment in which you have ever been. We will most often be speaking across differences—sex, gender, sexuality, race, nation, economic class, religion, age, ability, political views, and more. This diversity will be an asset to our discussions and other learning experiences in this course. I encourage you to consider the experiences of your classmates to be equally valuable as your own. For resources on reporting concerns, please contact the [Dean on Duty](#).

Title IX Assistance

Illinois State University's Title IX Coordinator is available to assist students with facilitating supportive measures and to discuss options as a result of sexual assault, intimate partner violence, or stalking. All ISU faculty and staff are responsible for reporting disclosures of these crimes to the Title IX Coordinator, so that the student may be contacted about their rights and resources available to them. The Title IX Coordinator can be reached in the Office of Equal Opportunity and Access at (309) 438-3383, EqualOpportunity@IllinoisState.edu, or by mail at Campus Box 1280, Normal, IL 61790-1280. More information is available 24/7 at TitleIX.IllinoisState.edu.

FINAL NOTE: If you are falling behind, say so early. Almost every problem in this course is easier to solve in week three than in week thirteen.

COURSE CALENDAR

Dates, topics, assignments, and requirements may change at the instructor's discretion. The schedule below may not include every reading and assignment; additional ones may be announced in class or posted on Canvas.

Week	Mo.	Date	Session and Topic	Deadlines
1	AUG	Mon 17	In-person Welcome: the syllabus, how the hybrid week works, and what is due when	•
		Wed 19	In-person Course Introduction, and CH 1: The Exceptional Manager	•
2		Mon 24	Asynchronous online CH 4, Global Management	Sun Aug 23, 9:00 p.m. Ch 4 Prep HW
		Wed 26	In-person CH 4 application. Quiz 1 Base teams assigned, seating map posted	•
3		Mon 31	Asynchronous online CH 3, The Manager's Changing Work Environment and Ethical Responsibility	Sun Aug 30, 9:00 p.m. All orientation tasks Ch 1 Apply HW Ch 3 SmartBook (Prep HW)
	SEP	Wed 2	In-person CH 3 application. Quiz 2	•
4		Mon 7	<i>LABOR DAY. No class.</i>	Sun Sep 6, 9:00 p.m. Ch 5 SmartBook (Prep HW) Ch 4 Apply HW
		Wed 9	In-person CH 5: Planning. No Quiz this week.	•
5		Mon 14	Asynchronous online Exam 1 Review	Sun Sep 13, 9:00 p.m. Ch 3 Apply HW
		Wed 16	In-person Exam 1: Ch 1, 3, 4, and 5	•
6		Mon 21	Asynchronous online CH 6, Strategic Management	Sun Sep 20, 9:00 p.m. Ch 6 SmartBook (Prep HW) Ch 5 Apply HW
		Wed 23	In-person CH 6 application. Quiz 3	•
7		Mon 28	Asynchronous online CH 7, Individual and Group Decision Making	Sun Sep 27, 9:00 p.m. Ch 6 Apply HW Ch 7 SmartBook (Prep HW)

Week	Mo.	Date	Session and Topic	Deadlines
		Wed 30	In-person CH 7 application. Quiz 4 AI in Management Project assigned, teamwork in class	•
8	OCT	Mon 5	Asynchronous online CH 8, Organizational Culture, Structure, and Design	Sun Oct 4, 9:00 p.m. Ch 7 Apply HW Ch 8 SmartBook (Prep HW)
		Wed 7	In-person CH 8 application. Quiz 5 AI in Management Project, teamwork in class	•
9		Mon 12	Asynchronous online CH 9, Human Resource Management	Sun Oct 11, 9:00 p.m. Ch 8 Apply HW Ch 9 SmartBook (Prep HW) AI in Management Project (team submission)
		Wed 14	In-person CH 9 application. Quiz 6	•
10		Mon 19	Asynchronous online Exam 2 Review	Sun Oct 18, 9:00 p.m. Ch 9 Apply HW
		Wed 21	In-person Exam 2: Ch 6, 7, 8, and 9	•
11		Mon 26	Asynchronous online CH 13, Groups and Teams	Sun Oct 25, 9:00 p.m. Ch 13 SmartBook (Prep HW)
		Wed 28	In-person CH 13 application. Quiz 7 Base Teams Reassigned, new seating map posted	•
12	NOV	Mon 2	Asynchronous online CH 10, Organizational Change and Innovation	Sun Nov 1, 9:00 p.m. Ch 13 Apply HW Ch 10 SmartBook (Prep HW)
		Wed 4	In-person CH 10 application. Quiz 8	•
13		Mon 9	Asynchronous online CH 11, Managing Individual Differences and Behavior	Sun Nov 8, 9:00 p.m. Ch 10 Apply HW Ch 11 SmartBook (Prep HW)
		Wed 11	In-person CH 11 application. Quiz 9	•
14		Mon 16	Asynchronous online CH 12, Motivating Employees	Sun Nov 15, 9:00 p.m. Ch 11 Apply HW Ch 12 SmartBook (Prep HW)
		Wed 18	In-person CH 12 application. Quiz 10	Friday, Nov 20, 9:00 p.m. Ch 12 Apply HW Team Experience Analysis (individual submission)

Week	Mo.	Date	Session and Topic	Deadlines
15		Mon 23	Thanksgiving – No Class	•
		Wed 25	Thanksgiving – No Class	•
16		Mon 30	In-person CH 14, Power, Influence, and Leadership, and Final Exam Review	Sun Nov 29, 9:00 p.m. Ch 14 SmartBook (Prep HW)
	DEC	Wed 2	In-person CH 14 application. Quiz 11	Friday, Dec 4, 9:00 p.m. Ch 14 Apply HW

Final Exam: Monday, December 7th, 10:00 am - 12:00 pm, in-person at SFHB 366, on Canvas using the Respondus LockDown browser. The final exam will cover Chapters 10, 11, 12, 13, and 14.