Face to Face COURSE SYLLABUS for UCD

COURSE INFORMATION
Spring 2015, 3 Credit Hours
Professor / Instructor Contact Information/Bio
Dr. Scott Sewell, Senior Lecturer
BA 322, Commerce, TX
Mkt Office phone: 903-886-5692; fax: 903-886-5693
Office hours – face to face Tues 10 – 11:30 pm in commerce and before and after class at UCD.
Online in Virtual Office Scott.Sewell@tamuc.edu through eCollege only.

Materials – Text

*Marketing, 1st Edition by Shane Hunt and John Mello (McGraw Hill). ISBN 978-0-07-786109-4.* Used copies or e-books are allowed, but you must purchase Connect (available from the bookstore or online from McGraw Hill) to do the assignments. Purchasing Connect Plus (which includes the eBook version) is recommended but not required.

Course Description
This course is an introduction to the concepts, principles, problems and applications of marketing. We will emphasize all functional areas and institutions of marketing including target marketing and positioning of products and organizations, consumer and organizational markets, product management, pricing, channels of distribution, marketing ethics, promotions, services and international marketing.

Goals / Rationale of the course:
- Students will be able to use this course to understand the marketing function within organizations and apply marketing tools at the brand/product level.
- The course will require you to learn the vocabulary and concepts that are used to analyze and develop appropriate marketing plans, and then to apply these concepts to a real brand or company in the team project.
- The course is organized with weekly assignments. Exams and materials will be grouped in three modules: CH 1-5 (Jan 20 – Feb 22); CH 6-10 (February 23 – April 5); and CH 11-14 (April 6 – May 15).

Course Outcomes/Objectives
This course aims to improve student understanding of concepts, principles, problems and applications of marketing. After completing this course, students should be able to:
1. Students will demonstrate an understanding of essential marketing terminology and concepts, including the marketing concept, market analysis and planning and the marketing mix.
2. Students will apply essential marketing terminology and concepts to a personal branding assignment.

3. Students will apply the market planning process to develop a strategic marketing plan.

4. Students will work cooperatively on a team project.

TECHNOLOGY REQUIREMENTS
The following technology is recommended to be successful in this online course: Internet connection – high speed recommended (not dial-up) and Word Processor. Additionally, the following hardware and software are necessary to use eCollege.

Our campus is optimized to work in a Microsoft Windows environment. This means our courses work best if you are using a Windows operating system (XP or newer) and a recent version of Microsoft Internet Explorer (6.0, 7.0, or 8.0). Your courses will also work with Macintosh OS X along with a recent version of Safari 2.0 or better. Along with Internet Explorer and Safari, eCollege also supports the Firefox browser (3.0) on both Windows and Mac operating systems.

It is strongly recommended that you perform a “Browser Test” prior to the start of your course. To launch a browser test, login in to eCollege, click on the ‘myCourses’ tab, and then select the “Browser Test” link under Support Services.

COURSE REQUIREMENTS
Activities / Assessments

This course is made up of a series of assignments and assessments to assist you in achieving the course and module learning objectives/outcomes. Each week you will work on various combinations of assignments, activities, discussions, readings, research, etc. which will be made available to you by each Monday and close on the date given in your course schedule.

Exams: (30% of total course grade)

The exams will cover the required textbook reading and the content of the online lectures. Complete the exams online by accessing the eCollege exam tool. The exams will be timed and grades made available to students following the submission of the exam. If you lose Internet connectivity during the exam, log back in immediately and continue on with the exam. Save your answers often (every 5-10 minutes). If you experience any issues while taking the exam, you must contact the eCollege Helpdesk immediately so that your issue is documented with a helpdesk ticket number. Considerations regarding exam issues will be made by the instructor on an individual basis based on the documentation.

Exams consist of 75 multiple-choice questions, with 60 minutes allowed to complete each exam. Exam questions will appear one at a time and must be answered before going on to the next question. This requires a good understanding of the material and time management. All exams are individual efforts and working with another student is considered cheating and is grounds for an F in the course. Grading is objective, based on terms, concepts and examples in the textbook.

Connect Homework Assignments (10% of total course grade)
To learn about getting started in Connect, go to the following link:

I will assign interactive exercises for each chapter in the textbook. You will log into McGraw-Hill Connect to complete the brief assignment. You will be allowed 2 attempts at the assignment, which must be completed before a deadline. Grades for the 14 assignments will be averaged, and are worth 10% of your grade. Since the assignments apply one or more concepts from the chapter, I strongly recommend that you read the chapter first, and then review the PowerPoint presentation before you attempt the assignment.

LearnSmart Adaptive Learning System (10% of total course grade)
For every chapter in the textbook, you are required to spend a minimum of 30 minutes using LearnSmart. These practice questions will give you immediate feedback on what you have learned from reading and lectures, and will also strengthen memory recall, improve course retention and boost grades. The questions will adjust to the level of difficulty needed, and if you purchased Connect Plus, will tell you specifically what concepts require further study in your eBook.

Assessment Method: Both Connect and LearnSmart will are objective-formatted questions. Your points are weighted to equal 10% of your total grade.

Assignments:
An important part of this course is applying what you have learned to real examples. You will apply marketing concepts to yourselves to create a marketing plan that describes your target market for future employment, likely competition, major selling points, and a marketing mix to market your personal brand (including a resume).

The Personal Branding assignment: (15% of total course grade), consisting of an initial personal resume worth 5% of your final grade and the completed assignment worth 10% of your final grade.

The team project: (30% of total course grade), with 20% from the group plan submission and 10% from your team member’s assessment of your performance on the project. Team members will be assigned by the instruction prior to the beginning of the project. The project will begin mid-semester after you have completed the individual branding assignment. Teams of 4 or 5 students will choose a brand which will be approved by the instructor, then research the current competitive situation and marketing efforts of your brand. Based on what you have learned, the team will then expand the product or service to a new market segment, or create a new variation of the product or service to develop objectives and a new marketing mix. The plan must be written sequentially so that the marketing mix fits the objectives and situation. One member will submit the group paper (in its entirety) to the Dropbox with all names on Page 1, alphabetically.

Assessment Method: Papers will be graded on the comprehensiveness of the assignment (i.e. covering every element in the assignment), quality of research (using appropriate sources, objective sources), thoroughness of research (quantity of sources), quality of writing, incorporation of marketing terms and concepts in the paper, and originality of your recommendation. See the rubric at the end of the syllabus for specific grading criteria.

Core Concept Quiz: (5% of total class grade)
The Core Concept Quiz consists of multiple choice questions over key terms that will be covered in the textbook. I will give you a list of specific terms to study about 2 weeks before the quiz.
Grading

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<tr>
<th>Score Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>89.5 or above</td>
<td>A</td>
</tr>
<tr>
<td>79.5 – 89.4</td>
<td>B</td>
</tr>
<tr>
<td>69.5 – 79.4</td>
<td>C</td>
</tr>
<tr>
<td>59.5 – 69.4</td>
<td>D</td>
</tr>
<tr>
<td>Below 59.4</td>
<td>F</td>
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Weights for Assessment

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Core Concept Quiz</td>
<td>5%</td>
</tr>
<tr>
<td>3 Exams @ 15% each</td>
<td>45%</td>
</tr>
<tr>
<td>LearnSmart and Connect</td>
<td>20%</td>
</tr>
<tr>
<td>Personal Branding Assignment</td>
<td>10%</td>
</tr>
<tr>
<td>Team Marketing Plan</td>
<td>20%</td>
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ACCESS AND NAVIGATION

Access and Log in Information

This course was developed and will be facilitated utilizing eCollege, the Learning Management System used by Texas A&M University-Commerce. To get started with the course, go to: https://leo.tamuc.edu/login.aspx.

You will need your CWID and password to log in to the course. If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or helpdesk@tamu-commerce.edu.

Being a Successful Online Student

- What Makes a Successful Online Student?
- Self-Evaluation for Potential Online Students
- Readiness for Education at a Distance Indicator (READI)
  - Login Information: Login = tamuc; password = online

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement

For personal concerns or questions, email is the best way to contact me. I generally check my email several times each day and you can expect a response within 48 hours (except for weekends). Most questions will be answered within 24 hours. My replies will be sent to your myLeo email address.

If you have a question that affects the entire class, the Virtual Office is a better way to clarify the answer. That way I can explain myself once instead of answering the same question multiple times.

Always check your home page for Announcements when you login. I expect students will check their email daily and login at least 3 times per week. If you don’t respond to emails or login over a prolonged period (10 days) then I will assume you intend to drop the course.

Student Support
Texas A&M University-Commerce provides students technical support in the use of eCollege. The student help desk may be reached by the following means 24 hours a day, seven days a week.

- **Help:** Click on the 'Help' button on the toolbar for information regarding working with eCollege (i.e. How to submit to dropbox, How to post to discussions etc...)
- **Chat Support:** Click on 'Live Support' on the tool bar within your course to chat with an eCollege Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with eCollege Technical Support Representative.
- **Email:** helpdesk@online.tamuc.org to initiate a support request with eCollege Technical Support Representative.

**COURSE AND UNIVERSITY POLICIES**

**Academic Honesty Policy**
All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. There are two problems that seem to come up in online classes. The first is students who attempt to cheat on exams. Exam questions are randomized in order, and a time limit is set. If you try to extend the time by claiming your computer was timed out before you can submit the exam, be aware that I can see how many questions you have answered and how long you were online.

The second problem is plagiarism. Texas A&M University-Commerce does not tolerate plagiarism and other forms of academic dishonesty. Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty. "Academic dishonesty" includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments), and abuse (destruction, defacing, or removal) of resource material. All projects will be turned in through "Turnitin.com" to screen for plagiarism. **THE PENALTY FOR CHEATING AND PLAGIARISM IS AN F IN THE COURSE.** All students must download the College’s Statement on Academic Honesty, sign it, and return it. I will post instructions on this in Week 1.

**Drop a Course**
A student may drop a course by logging into their myLEO account and clicking on the hyperlink labeled 'Drop a class' from among the choices found under the myLEO section of the Web page. September 10 is the last day to drop a class with 100% refund; October 30 is the last day to drop with a grade of Q, and Thursday, December 2 is the last day to withdraw from all classes this semester.

**Incompletes**
Incompletes are only given when a student has completed all work up to the last 3 weeks of the term, and has an extenuating circumstance. Students only have access to the eCollege course for two weeks following the final day of the term. Therefore, incompletes are rarely given.

**Administrative Withdrawal**
Students who do not login during the first 12 days of the semester may be administratively dropped from the class. Students who stop participating for over 10 days, and do not answer emails from the instructor may also be administratively dropped.
ADA Statement

Students with Disabilities:
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library
Room 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
StudentDisabilityServices@tamuc.edu

Non-Discrimination Statement: A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

COURSE OUTLINE
Week 1 (January 20 - 25) Introduction to the class, CH 1: Why Marketing Matters to You, Connect Homework Assignment 1
Week 2 (January 26 – Feb 1) CH 2: Strategic Planning for a Successful Future, Connect Homework Assignment 2
Week 3 (February 2 - 8) CH 3: Analyzing Your Environment, Connect Homework Assignment 3
Week 4 (February 9 - 15) CH 4: Marketing Research and CH 5: Knowing Your Customer: Consumer and Business, Connect Assignments 4 and 5. Complete at least ½ hour on Learnsmart for each Chapter (1-5) before the beginning of Week 5.
Week 5 (February 16 - 22) Exam 1 (CH 1-5) opens online on Monday; CH 6: Developing Your Product, Connect Assignment 6-1.
Week 6 (February 23 – March 1) CH 7: Segmenting, Targeting and Finding Your Market Position, Connect Assignment 7-2; Begin Personal Branding Assignment (due Wednesday, October 22).
Week 7 (March 2 - 8) CH 8-2: Promotional Strategies, Connect Assignment 8; Resume Workshop
Week 8 (March 9 - 15) CH 9-1: Supply Chain and Logistics Management, Connect Assignment 9
Week 9 (March 16 – 22) Spring Break
Week 10 (March 23 - 29) Chapter 10: Pricing for Profit and Customer Value, Connect Assignment 10; Complete at least ½ hour on LearnSmart for each Chapter (6-10) before the beginning of Week 11.
Week 11 (March 30 –April 5) Exam 2 (CH 6-10) opens online on Monday; Begin research on team projects.
Week 12 (April 6 - 12) CH 11: Building Successful Brands, Connect Homework assignment 11.
Week 13 (April 13 - 19) CH 12: Managing Your Customer Relationships, Connect Homework assignment 12. Work on Team Projects
Week 14 (April 20 -26) CH 13: Social Responsibility and Sustainability, Connect Homework assignment 13. Work on Team Projects
Week 15 (April 27 – May 3) Online core concept quiz.
Week 16 (May 4 - 10) CH 14: Measuring Marketing Performance, Connect Homework Assignment 14. Complete Team projects due. Must complete ½ hour per chapter (CH 11-14) before the beginning of Week 17.

Week 17 (May 11 - 15) Exam 3 (CH 11-14). NOTE: the semester ends on Friday at midnight.

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<th>Rubric for MKT 306 Projects</th>
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<tbody>
<tr>
<td>Criteria</td>
</tr>
<tr>
<td>Comprehensiveness</td>
</tr>
<tr>
<td>Research</td>
</tr>
<tr>
<td>Incorporates marketing terms and concepts</td>
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<tr>
<td>Writing style</td>
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