Business Policy and Strategy (Strategic Management) is considered the “capstone” course in your undergraduate business education. The major focus of this course is about “strategy” and how the applications of strategic management, including analysis, formulation, and implementation (the A-F-I framework) are employed to lead an organization to sustainable success. Central to the theme of this course is the ability of students to recognize that an organization’s chances of survival and later, sustained growth and success, lie in the ability to identify and understand those market forces that create change and how each organization must adapt to survive. Only through the process of “strategic management” will a firm be able to address the competitive marketplaces of today’s global economies.

As such, the course will be structured around defining the characteristics of a sound strategic management process. Through analysis of external market forces and internal organizational challenges, students will begin to paint a big picture of organizational effectiveness. This course will also address the key elements in developing a strategy and how the opportunity of “competitive advantages” becomes central to the firm’s existence. Furthermore, this course will delve into issues pertaining (but not limited) to governance, business ethics, business-level and corporate-level strategies, and strategic change.

As a capstone course, it is designed to provide you with the opportunity to develop an essential leadership tool…confidence in your ability to analyze issues and make critical decisions. You will have the opportunity to synthesize your learning from previous business courses and gain experiential learning experiences through the CAPSIM simulation.
Required Course Materials

The textbook shown below is required for the successful completion of this capstone course. The textbook can be purchased from the SFASU Bookstore or directly from McGraw-Hill. In addition to the textbook, students will need access to the textbook’s online materials via McGraw-Hill’s Connect. As such, it is recommended that students purchase the loose-leaf textbook and online Connect access combo from the bookstore or directly from McGraw-Hill (this option is much cheaper). Students should secure the textbook as soon as possible.

Textbook: Strategic Management (5th edition)
Frank T. Roth

Capsim: Required simulation
www.capsim.com
$53.99 (semester access)

Program Learning Objectives

You may access the program learning outcomes for your major and particular courses in the Curriculum Management Handbook at http://www.sfasu.edu/academics/colleges/business/welcome/faculty-resources.

Student Learning Objectives

1. Students will understand the strategic issues and policy decisions facing businesses and how current management concepts address these issues.

2. Students will understand the strategic management process and the difference between strategic analysis, strategy formulation, and strategy implementation.

3. Students will acquire an understanding of how to use new and existing knowledge to analyze problems and understand the complexity of strategic issues.

4. Students will understand how to use new and existing knowledge to conduct strategic and competitive analyses using various tools (e.g., Porter’s five forces model, SWOT analysis, etc.).

5. Students will understand the leadership tasks associated with implementing and executing company strategies, and the action managers take to promote competent strategy execution.

6. Students will demonstrate how the various pieces of knowledge they have acquired from their previous business courses fit together and understand why different parts of a company’s business must be managed in strategic harmony for the company to compete and operate successfully.

7. Students will synthesize and apply the concepts and analytical tools they are exposed to in this course by participating in managing a company through a business simulation game (CAPSIM), both individually and as part of a team.
Grading Scale & Graded Components

<table>
<thead>
<tr>
<th>Grading Scale</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>900 – 1,000</td>
<td>A</td>
</tr>
<tr>
<td>800 – 899</td>
<td>B</td>
</tr>
<tr>
<td>700 – 799</td>
<td>C</td>
</tr>
<tr>
<td>600 – 699</td>
<td>D</td>
</tr>
<tr>
<td>0 – 599</td>
<td>F</td>
</tr>
</tbody>
</table>

Graded Components

<table>
<thead>
<tr>
<th>Graded Activity</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussion Board Posts (8 @ 12.5 pts each)</td>
<td>100</td>
</tr>
<tr>
<td>Chapter Quizzes (8 @ 15 pts each)</td>
<td>120</td>
</tr>
<tr>
<td>Chapter Homework (8 @ 16.25 pts each)</td>
<td>130</td>
</tr>
<tr>
<td>Exam #1</td>
<td>175</td>
</tr>
<tr>
<td>Exam #2</td>
<td>175</td>
</tr>
<tr>
<td>Comp-XM Exam</td>
<td>100</td>
</tr>
<tr>
<td>CAPSIM Assignments</td>
<td>200</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td><strong>1,000</strong></td>
</tr>
</tbody>
</table>

Grade Policy

I am a firm believer that students should work diligently throughout the semester to earn the grade that they desire from this course. That is, students should attend all classes to gain the maximum benefit from lectures that tie textbook materials to the real world.

Generally, there are very little to no extra credit points offered in this class. Hence, students should not depend on extra credit points to obtain their desired grades. Also, students should closely monitor Brightspace (D2L) to ensure all their grades are accurate. No changes will be made to any grade after the grade has been posted to Brightspace (D2L) for seven (7) calendar days. Please promptly bring any inaccurate grades to my attention via email (antoine.busby@sfasu.edu).

Once final semester grades are calculated, students’ grades are final. There are not any “extra assignments” that I can create at the end of the semester for the purpose of improving students’ course grades. Hence, students should consistently give their all throughout the entire semester to achieve the grade that they hope for.

Grade Bartering

As previously mentioned, once semester grades are calculated no changes will be made unless there was an error in the way your grade was calculated. Every semester, I am inundated with emails from students that are unhappy with their earned final class grade and are seeking ways of improving their grade. Students often state that they are only X% or X points away from the next higher grade, and they would like to know (1) if I can just bump up their grade because they worked really hard all semester or (2) if there are any extra assignments the student can complete for an extra grade. I must reiterate that final grades are FINAL. At the end of the semester, professors are very busy grading, entering grades, and preparing for the next semester. Responding to emails, from students seeking a higher final grade, is very time consuming. As a result, I do not respond to such emails!
Discussion Boards

Beginning with week 1, students will be required to actively contribute to weekly discussion boards (unless otherwise noted by this syllabus). There will be a discussion board that covers several discussion questions from each covered chapter. Students must contribute fully to all discussion boards. Discussion boards will open on Mondays at 7:00AM and close on Sundays at 5:00PM. Once a discussion board closes, no further discussions will be considered for that week’s discussion board. Students will be responsible for participating in a discussion board during the following weekly modules: 1, 2, 3, 4, 6, 7, 8, and 10.

For each discussion board, students must focus their discussions on the provided chapter discussion questions. Initial posts must be at least three (3) paragraphs. A paragraph is a minimum of 5-7 well-structured sentences. Students must also respond to at least two other posts and anyone that responds to their initial post. Further instructions for initial posts and replies can be found in each chapter’s discussion board.

Discussion boards can be found in the appropriate weekly learning modules. Discussion boards are worth 12.5 points each. There will be a total of 8 discussion board assignments.

Students must post their initial post by Wednesday night at 11:59PM. Students also must complete all replies by Sunday evening at 5:00PM.

Chapter Quizzes

There will be a total of 8 quizzes given this semester. Each quiz will consist of 15 multiple choice, true-false, or fill-in-the-blank questions. Each quiz will be worth 15 points each. All quizzes will be administered via Brightspace (D2L) and will be located in the module corresponding to the content of the quiz. Once a quiz is started, students will have 60 minutes to complete the quiz.

All chapter quizzes are open book, open notes, but ARE NOT open friends, family, acquaintances, colleagues, or any other human being besides yourself!

Chapter Homework

Students will be assigned a chapter homework assignment for each chapter that we cover in this course. The purpose of assigning these chapter homework assignments is to give students the opportunity to take a deeper dive into the concepts that are presented in a given week.

Students will engage with each chapter homework assignment via their online McGraw-Hill Connect accounts. For your convenience, I have placed a link to each chapter homework assignment in their appropriate weekly learning module on Brightspace (D2L).

Each chapter homework assignment is worth 16.25 points each. Students will not be timed while working on their homework assignments.

All chapter homework assignments are open book, open notes, but ARE NOT open friends, family, acquaintances, colleagues, or any other human being besides yourself!
Exams

There will be a total of three (3) exams given, during the semester, to ensure students understand the materials that have been presented in this course. These exams will serve as a measure of students’ performance in the course.

Exam #1 and exam #2 (worth 175 points each) will consist of material covered in class lectures/discussion as well as information from the textbook, handouts, power point slides, cases, videos, articles, and any other course-related material. Each exam will be comprised of multiple choice, true-false, or fill-in-the-blank questions.

The third exam will be the COMP-XM exam worth (100 points). For more information about the COMP-XM exam, please see the “CAPSIM Simulation Information” section below.

All exams will be administered online using Proctorio proctoring software (or some other variant). Dr. Busby will provide more information about exams when appropriate.

Unless a student is participating in a university sponsored activity or has a documented excuse for missing an exam, exams cannot nor will not be made-up. Students will receive a grade of zero (0) for any missed exam.

During exams, students must take off any hats, and hooded sweaters and jackets that conceal the instructor’s view of students’ eyes. Additionally, all cell phones, or other electronic devices must be turned off and stored out of sight during the exam.

All exams are closed book, closed notes, and closed friends, family, acquaintances, colleagues, or any other human being besides yourself!

CAPSIM Simulation Information

Simulation
Students must purchase access to CAPSIM’s ‘Capstone Simulation.’ The semester membership is $53.99, and only available via www.capsim.com. You need to register for the CAPSIM simulation and COMP-XM exam as soon as possible. The CAPSIM Capstone Simulation ID# (i.e., the Industry ID number) for this section of MGMT 4363 this semester is C130359. Again, you will need to register for the CAPSIM Capstone Simulation as soon as possible, as we will begin working with the simulation as early as the week of August 30th.

CAPSIM Assignments
This course requires that students participate in a simulation that will involve both group and individual assignments. Mastering the simulation will require a significant time requirement at the beginning of the semester. You should expect to spend at least 10 hours during the first few weeks working the tutorials, reading the team member guide, and working on initial team assignments. Once you start making decisions, you will be working with your teams at least once a week. Initial decision-making sessions will take longer (1-2 hours – or longer), but as you become more efficient the sessions will become shorter. At the end of the semester you will be required to complete the Comp-XM exam. This is an individual assignment and will require a considerable time commitment (6-10 hours). Students will work in teams for the CAPSIM computer simulation project. Students will be required to purchase access to CAPSIM and register with the company.
Individually, students will complete an orientation exercise. Following this, the teams will complete two practice rounds of competition. During this time, they will learn how to analyze the industry, make management decisions, and see how these decisions played out in comparison with other teams in the industry.

In the next phase, teams will complete eight (8) rounds of decisions. During this phase, students must complete an industry analysis, develop a strategic plan, and develop a product positioning plan. The CAPSIM Capstone Project assignments are worth as much as a total of 200 points toward the semester total of 1000 points to be potentially earned.

<table>
<thead>
<tr>
<th>CAPSIM Capstone Project Assignments – Point Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAPSIM Assignment</td>
</tr>
<tr>
<td>Introductory video, Reading the “Team Member Guide”, and Completing Rehearsals (individual)</td>
</tr>
<tr>
<td>Complete Industry Analysis, Strategic Choices, and Charter (team)</td>
</tr>
<tr>
<td>Complete practice rounds – Two (2) rounds (team)</td>
</tr>
<tr>
<td>TeamMATE evaluations – Two (2) rounds (individual)</td>
</tr>
<tr>
<td>Completion of eight (8) competition rounds (team)</td>
</tr>
<tr>
<td>Team’s performance in the eight (8) competition rounds (team)</td>
</tr>
<tr>
<td>Finals Week – Final project presentation (team)</td>
</tr>
<tr>
<td><strong>Total Possible Points</strong></td>
</tr>
</tbody>
</table>

**TeamMATE**

Team members will complete performance evaluations of fellow team members while working on the CAPSIM Project Assignments using TeamMATE, a team member assessment tool that we will discuss this semester. Currently the use of TeamMATE is free of charge through CAPSIM. With data inputted into the TeamMATE software, team members have the ability to lower an individual team member’s score, if the professor agrees.

**Final Project Presentation**

Students will be required to present a final report to shareholders (Dr. Busby) pertaining to how their company performed during the simulation. Dr. Busby will discuss the guidelines for the CAPSIM shareholder presentation at a later date.

**Comp-XM Exam**

Following the completion of the team-based CAPSIM Capstone Project, students will **INDIVIDUALLY** run a simulated company in Comp-XM, making similar decisions to those in the team-completed Capstone Project. Throughout the simulation students will be asked a series of questions about fundamental business topics. The question topics will be randomly assigned and will be based in part on the unique decisions that each student makes in the simulation. Currently the use of the Comp-XM exam is free of charge.

Students must complete this assignment during our normally scheduled class time. **Students will have four class sessions to complete this project and will likely require 6 to 10 hours of work.** The completed Comp-XM exam will be worth up to 100 points toward the semester total of 1000 points to be potentially earned.

**When registering for CAPSIM, you will need to check the box to include the COMP-XM exam. However, DO NOT pay for the exam, as the College of Business will be paying for the exam.**
Desire2Learn (Brightspace) and Online Access

The course materials for MGMT 4363 will be posted to D2L. Although the course is taught in a classroom, this website will be used to support the course’s learning objectives, communicate with students, and disseminate information and grades. My primary means of communicating with students will be through D2L in the form of announcements, emails, and posting of documents. The quickest way for students to contact me is via using your “Jacks” email to email me at Antoine.Busby@sfasu.edu. The ‘professor-to-class’ primary means of course material dissemination will be through Brightspace.

I strongly urge students to get into the daily habit of checking your D2L accounts for any updates or important course announcements. D2L will also be used to administer any quizzes, mini cases, and homework that will be given this semester. Exams will not be administered on D2L unless the university moves to a fully online format. If students experience difficulty accessing the course, please contact the Help Desk/Tech Support at (936) 468-1919 between the hours of 8:00AM to 5:00PM or via email at d2l@sfasu.edu.

SFA Academic Integrity Policy (University Policy 4.1)

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty

Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit. Please read the complete policy at http://www.sfasu.edu/policies/student-academic-dishonesty-4.1.pdf.

If you engage in academic dishonesty related to this class, you will receive a grade of zero on the test or assignment. The professor reserves the right to assign the student a failing grade in the course. In addition, the case will be referred to the Dean of Students for appropriate disciplinary action. This policy is intended to protect the honest student from unfair competition with unscrupulous individuals who might attempt to gain an advantage through cheating.

Students With Disabilities

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Room 325 in the Human Services Building, 468-3004/468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.
Withheld Grade Policy (University Policy 5.5)

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. For additional information, go to http://www.sfasu.edu/policies/course-grades-5.5.pdf.

Professional Conduct (Adapted from University Policy 10.4)

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the full Student Conduct Code at http://www.sfasu.edu/policies/student-conduct-code.pdf.). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic, or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed. Students will be treated as professional, mature adults and are expected to behave in this manner.

Missed/Late Assignments

Students will be responsible for having all work turned in to Dr. Busby on-time. Any projects, quizzes, exams or other graded assignments that are turned in after the due date and time will be considered late. **Any late assignment WILL NOT be accepted, and students will receive a grade of zero (0) for that late graded activity.** If a student has a university approved absence that corresponds with a due date, the student must meet with the instructor to make appropriate arrangements BEFORE the assignment is due.

Mental Health & Wellness

SFA values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.

**On-campus Resources:**
SFA Counseling Service
www.sfasu.edu/counselingservices
Rusk Building, 3rd Floor 936.468.2401

**SFA Human Services Counseling Clinic:**
www.sfasu.edu/humanservices/139.asp
Human Services, Room 202 936.468.1041

**Crisis Resources:**
Burke 24-hour crisis line: 1.800.392.8343
Suicide Prevention Lifeline: 1.800.273.TALK (8255)
Crisis Text Line: Text HELLO to 741-741
Attendance Policy

Considering this is an asynchronous online course, there is not a physical class for you to attend. However, I view attendance as you being “active” within the Brightspace course every week. It is very easy to fall behind in a self-directed asynchronous course. It is the responsibility of students to make sure they are keeping up with the coursework. While there are no direct penalties for not being “active” in class, students that procrastinate will be at a significant disadvantage. Unless a student provides an excuse for missing weekly coursework, Dr. Busby will not provide students with additional time to makeup missed assignments.

Issues With “Connect”?

If you are unable to access your homework/self-assessments or the homework/self-assessments freezes on you while you are taking it: Phone or email McGraw-Hill technical support. Be sure to inform them that you registered on “Connect” via Blackboard, not via the McGraw-Hill Web site.

- **Call:** Tech support at (800) 331-5094 during below times (Central Daylight Time):
  - Sunday: 11:00 AM – 11:00 PM
  - Monday thru Thursday: 24 hours
  - Friday: 11:00 PM – 8:00 PM
  - Saturday: 9:00 AM – 7:00 PM
- **Email:** Send McGraw-Hill tech support email at [click here for online support](#).
  - Complete “Your Information” on the form.
  - Select “Connect” under “Product Name.”
  - Input specific information regarding your issue(s) such as:
    - Tell them the specifics of your problem and the date and time of your issue.
    - Ask if there was a systemic Connect systems outage, and the date/times thereof.
    - Record the incident reference number they provide you.
    - Ask them to notify your professor of their findings at my email address: [Antoine.Busby@sfasu.edu](mailto:Antoine.Busby@sfasu.edu).
  - Click “Next” and then click “Submit”
“Connect Etiquette”

- Computer systems are notoriously subject to unforeseen and uncontrollable situations that may cause them to crash. Failure to complete online assignments on time due to the following unfortunate events will not be a basis for deadline extensions or “do overs” of “Connect” based assignments.

- Do not use Wi-Fi connections for online assignments—use only hardwired computers such as those in computer labs, the library, and elsewhere on campus. Wireless connections—particularly those serving apartment complexes, dormitories, and other high-volume areas—are prone to disconnecting unexpectedly.

- Whether or not you use a hard-wired computer, **there are serious hazards involved in waiting until near the due date to complete online assignments**. Risky high-volume times to complete assignments that might experience connection issues will not be a basis for a “do-over.” Accordingly:

  ✓ Without overwhelming evidence to the contrary, the assumption is that system problems with Blackboard and/or Connect that prohibit online access and/or creates outages on the assignment’s due date is a result of system overload created by an inordinate number of students attempting to access these assignments near the end of the deadline date. **Your attempt to complete online assignments during this period is at your own risk.**

  ✓ Bad weather such as electrical storms and the like that may result in computer disruptions.

  ✓ Depending on the day and time of a computer systems crash and waiting until the “last minute” to complete your online assignment, may result in a high probability that there will likely not be timely support from Blackboard or McGraw-Hill staff to assist you with your technical issues.

  ✓ At the risk of causing assignments to terminate prematurely, do not attempt accessing other Connect-based content while connected to the assignment.

  ✓ Do not set your computer to “time-out” during a level of inactivity that may “time-out” the assignment.

  ✓ **Please note that waiting until the last minute to complete your assignments limits any assistance that Dr. Busby may be able to help you with.**

- During Each Assignment:

  ✓ Do not refresh the page, close the window, or click the browser's "Back" and "Forward" buttons/arrows; use only the navigation links/buttons displayed in the assignment.

  ✓ Do not double-click the Start button while waiting for assignments to load. This may cause multiple instances of the assignment to open.

  ✓ Avoid using the scroll wheel on the mouse; doing so after clicking an answer choice may inadvertently change your answer selection.
Throughout the course of the semester, you may find yourself in need of some type of support. I have had students express their shame in needing support. However, I want you to know that there is ZERO shame in needing support…we have all been there! Please, take note and, if needed, use the resources below:

**Academic Assistance Resource Center (AARC) Tutoring Services**
The AARC is an award-winning program that provides free peer tutoring for many entry-level courses. Some services provided by the AARC that you may find of benefit include online resources (including the Online Writing Lab [OWL]), on-call tutoring at walk-in tables, 1:1 appointments, student instructor groups, and learning teams. For additional information, go to [http://sfasu.edu/aarc](http://sfasu.edu/aarc).

**Center for Career and Professional Development**
The Center for Career and Professional Development exists to empower students and alumni to achieve life-long career success through individualized assistance, diverse career development programs, and collaboration with both internal and external partners concentrated on career goal achievements. For additional information, go to [http://www.sfasu.edu/ccpd](http://www.sfasu.edu/ccpd).

**Counseling Services**
Counseling Services assists SFA students in overcoming obstacles to their personal and academic goals through individual and group counseling for students and outreach, presentations, training, and consultation for the campus community. For additional information, go to [http://sfasu.edu/counselingservices](http://sfasu.edu/counselingservices).

**Counseling Clinic (Human Services)**
The SFASU Counseling Clinic is a service provided by the Department of Human Services Counselor Education Programs. It is a training clinic in which services are provided by graduate students who are in the Practicum and Internship portion of their education. All services are supervised by fully licensed Counselor Education faculty. The Stephen F. Austin State University (SFASU) Counseling Clinic combines a therapeutic and community focus which offers a full continuum of counseling care. The service is geared to each person's needs. Client progress is based on the person's ability to move through counseling according to individual readiness. For additional information, go to [http://www.sfasu.edu/humanservices/139.asp](http://www.sfasu.edu/humanservices/139.asp).

**COVID-19 Specific Resources**
For the most up-to-date information related to COVID-19, please reference the SFA COVID-19 webpage at [http://www.sfasu.edu/covid19](http://www.sfasu.edu/covid19).

**Dean of Students Office**
The Dean of Students helps students when they are struggling, in-crisis, or just generally don’t know where to go. Students are encouraged to reach out when they need help with something on or off-campus and Dean of Students Office staff will assist them in navigating the issue or get them connected with the person or office that can help. Staff help to promote The SFA Way in everything they do. For additional information, go to [https://www.sfasu.edu/vpsa/85.asp](https://www.sfasu.edu/vpsa/85.asp).
Financial Literacy
Student Financial Advisors are available to help you with your finances through one-on-one appointments, presentations, and workshops. Topics covered include budgeting, credit cards, debt management, insurance, identity theft, fraud prevention, investing, savings, retirement, banking, and paying for college. For additional information, go to http://www.sfasu.edu/studentaffairs/1691.asp.

Health Clinic
The Health Clinic offers a full range of medical services to enrolled or registered students. For additional information, go to http://sfasu.edu/life-at-sfa/health-safety/health-clinic.

Involvement Center
The SFA Involvement Center a one-stop shopping site for involvement on campus. The program is the center for student involvement on our campus, a distribution and receiving site for applications for any number of opportunities on campus and a place for involved students to meet, hang out and collaborate with other students. For additional information, go to http://www.sfasu.edu/studentaffairs/69.asp.

Nutrition Counseling (Dining Services)
Should you have a food allergy, specific dietary need, or simply want help learning more about healthy eating you are encouraged to meet with Dining Services’ Registered Dietitian. For additional information, go to https://dineoncampus.com/sfa/your-dietitian.

Research and Instructional Services (RIS)
Develop research skills from hands-on and classroom experience with the Research and Instructional Services department. For additional information, go to https://library.sfasu.edu/services#/research?_k=hjbdvf.

Sex- and Gender-based Misconduct Prevention, Support, and Response (Lumberjacks Care)
The university prohibits and will not tolerate sexual misconduct because such behavior violates the university's institutional values, adversely impacts the university's community interest, and interferes with the university's mission. The university also prohibits retaliation against any person who, in good faith, reports or discloses a violation of this policy, files a complaint, and/or otherwise participates in an investigation, proceeding, complaint or remediation. Once the university becomes aware of an incident of sexual misconduct, the university will promptly and effectively respond in a manner designed to eliminate the misconduct, prevent its recurrence and address its effects. To report an incident and/or seek support, go to https://www.sfasu.edu/lumberjacks-care/.

SFA Food Pantry
The SFA Food Pantry exists to reduce food insecurity on the SFA campus. For additional information, go to http://sfasu.edu/studentaffairs/1319.asp.
Technical Support

Brightspace by D2L Support:
Website: https://www.sfactl.com/student-support
Email: d2l@sfasu.edu
Phone: 936.468.1919

Technical Support Center/Help Desk:
Website: https://help.sfasu.edu
Email: helpdesk@sfasu.edu
Phone: 936.468.4357

Veterans' Resource Center
The Veterans Resource Center (VRC) provides a space for veterans, dependents of veterans, and ROTC members to gather, socialize, and form relationships with others that can provide networks of support and access to veterans' resources provided by the university and outside agencies. For additional information, go to http://sfasu.edu/vrc/.
<table>
<thead>
<tr>
<th>Learning Module</th>
<th>Class Dates</th>
<th>Chapters and/or Activities</th>
<th>Tasks</th>
</tr>
</thead>
</table>
| Week 1          | 08/23 – 08/29 | Introduce Course           | • Work through “Week 1 Module”  
• Discussion Board Post #1 *(Due: 08/29 @ 5:00PM)* |
| Week 2          | 08/30 – 09/05 | Chapter 1                  | • Read chapter 1 and chapter 2  
• Work through “Week 2 Module”  
• Chapter 1 homework *(Due: 09/03 by 11:59PM)*  
• Chapter 1 quiz *(Due: 09/03 by 11:59PM)*  
• Chapter 2 homework *(Due: 09/03 by 11:59PM)*  
• Chapter 2 quiz *(Due: 09/03 by 11:59PM)*  
• Discussion board post #2 *(Due: 09/05 by 5:00PM)*  
• CAPSIM: Introduction assignments *(Open: 09/01 @ 6:30PM)*  
• CAPSIM: Practice round 1 *(Open: 09/01 @ 6:30PM)* |
| Week 3          | 09/06 – 09/12 | Chapter 3                  | • Read chapter 3  
• Work through “Week 3 Module”  
• Chapter 3 homework *(Due: 09/10 by 11:59PM)*  
• Chapter 3 quiz *(Due: 09/10 by 11:59PM)*  
• Discussion board post #3 *(Due: 09/12 by 5:00PM)*  
• CAPSIM: Introduction assignments *(Due: 09/12 by 12PM)*  
  o Introductory Video (individual)  
  o Reading the “Team member guide” (individual)  
  o Complete rehearsals (individual)  
  o Complete industry analysis (team)  
  o Complete strategic choices (team)  
  o Complete charter (team) |
| Week 4          | 09/13 – 09/19 | Chapter 4                  | • Read chapter 4  
• Work through “Week 4 Module”  
• Chapter 4 homework *(Due: 09/17 by 11:59PM)*  
• Chapter 4 quiz *(Due: 09/17 by 11:59PM)*  
• Discussion board post #4 *(Due: 09/19 by 5:00PM)*  
• CAPSIM: Practice round 1 *(Due: 09/14 by 12PM)*  
• CAPSIM: Practice round 2 *(Open: 09/15 @ 6:30PM)* |
| Week 5          | 09/20 – 09/26 | Exam #1                    | • Covered chapters: 1, 2, 3, and 4  
• Exam #1 opens at 8AM & closes at 8PM on 09/23  
• Exam #1 reopens at 8AM & closes at 8PM on 09/24  
• CAPSIM: Practice round 2 *(Due: 09/21 by 12PM)*  
• CAPSIM: Competition round 1 *(Open: 09/22 @ 9:00PM)* |
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| Week 6          | 09/27 – 10/03 | Chapter 5, Chapter 6 | • Read chapter 5 and chapter 6  
• Work through “Week 6 Module”  
• Chapter 5 homework (Due: 10/01 by 11:59PM)  
• Chapter 5 quiz (Due: 10/01 by 11:59PM)  
• Chapter 6 homework (Due: 10/01 by 11:59PM)  
• Chapter 6 quiz (Due: 10/01 by 11:59PM)  
• Discussion board post #5 (Due: 10/03 by 5:00PM)  
• CAPSIM: Competition round 1 (Due: 09/28 by 12PM)  
• CAPSIM: Competition round 1 debrief (Recorded – 09/29)  
• CAPSIM: Competition round 2 (Open: 09/29 @ 6:30PM) |
| Week 7          | 10/04 – 10/10 | Chapter 8 | • Read and discuss chapter 8  
• Work through “Week 7 Module”  
• Chapter 8 homework (Due: 10/08 by 11:59PM)  
• Chapter 8 quiz (Due: 10/08 by 11:59PM)  
• Discussion board post #6 (Due: 10/10 by 5:00PM)  
• CAPSIM: Competition round 2 (Due: 10/05 by 12PM)  
• CAPSIM: Competition round 2 debrief (Recorded – 10/06)  
• CAPSIM: Competition round 3 (Open: 10/06 @ 6:30PM) |
| Week 8          | 10/11 – 10/17 | Chapter 12 | • Read and discuss chapter 12  
• Work through “Week 8 Module”  
• Chapter 12 homework (Due: 10/15 by 11:59PM)  
• Chapter 12 quiz (Due: 10/15 by 11:59PM)  
• Discussion board post #7 (Due: 10/17 by 5:00PM)  
• CAPSIM: Competition round 3 (Due: 10/12 by 12PM)  
• CAPSIM: Competition round 3 debrief (Recorded – 10/13)  
• CAPSIM: Competition round 4 (Open 10/13 @ 6:30PM) |
| Week 9          | 10/18 – 10/24 | Exam #2 | • Covered chapters: 5, 6, 8, and 12  
• Exam #2 opens at 8AM & closes at 8PM on 10/21  
• Exam #2 reopens at 8AM & closes at 8PM on 10/22  
• CAPSIM: Competition round 4 (Due: 10/19 by 12PM)  
• CAPSIM: Debrief competition round 4 (Recorded – 10/20)  
• CAPSIM: Competition round 5 (Open 10/20 @ 6:30PM) |
| Week 10         | 10/25 – 10/31 | CAPSIM | • Discussion board post #8 (Due: 10/31 by 5:00PM)  
• CAPSIM: Competition round 5 (Due: 10/26 by 12PM)  
• CAPSIM: Debrief competition round 5 (Recorded – 10/27)  
• CAPSIM: Competition round 6 (Open 10/27 @ 6:30PM)  
• TeamMATE: Evaluation #1 (Due: 10/26 by 12PM) |
| Week 11         | 11/01 – 11/07 | CAPSIM/COMP-XM Exam | • CAPSIM: Competition round 6 (Due: 11/02 by 12PM)  
• CAPSIM: Debrief competition round 6 (Recorded – 11/03)  
• CAPSIM: Competition round 7 (Open 11/03 @ 6:30PM)  
• COMP-XM Exam: Monday, November 1 (9AM – 6PM) |
| Week 12         | 11/08 – 11/14 | CAPSIM/COMP-XM Exam | • CAPSIM: Competition round 7 (Due: 11/09 by 12PM)  
• CAPSIM: Debrief competition round 7 (Recorded – 11/10)  
• CAPSIM: Competition round 8 (Open: 11/10 @ 6:30PM)  
• COMP-XM Exam: Tuesday, November 9 (9AM – 6PM) |
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| Week 13         | 11/15 – 11/21 | CAPSIM/ COMP-XM Exam      | • CAPSIM: Competition round 8 (Due: 11/16 by 12PM)  
                        |              |                            | • CAPSIM: Debrief competition round 8 (Recorded – 11/17)  
                        |              |                            | • TeamMATE: Evaluation #2 (Due: 11/17 by 12PM)  
                       |              |                            | • COMP-XM Exam: Wednesday, November 17 (9AM – 6PM) |
| Week 14         | 11/22 – 11/28 | Thanksgiving Holidays     | • No assignments!  
                        |              |                            | • Happy Thanksgiving! |
| Week 15         | 11/29 - 12/05 | COMP-XM Exam              | • Team project annotated PowerPoints (Due: 12/05 by 11:59PM)  
                        |              |                            | • Upload annotated PowerPoints to Brightspace Dropbox  
                        |              |                            | • COMP-XM Exam: Thursday, December 2 (9AM – 6PM) |
| Week 16         | 12/06 - 12/10 | Team Presentations        | • FINALS WEEK  
                        |              |                            | • Team Recorded Zoom Presentations (Due: 12/10 by 5:00PM)  
                        |              |                            | • Upload presentation videos to Brightspace Dropbox |

- This syllabus is provided to you as a guide for the class content and expectations for the semester. This syllabus IS NOT a contract and is subject to change as needed. Students shall acknowledge the online version of this syllabus will ALWAYS be the most current and up-to-date.