Instructor Information:

Name: Dr. Erich B. Bergiel
Office No.: 2222 – Richards College of Business
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E-Mail: ebergiel@westga.edu (Please use this email rather than Courseden).
Office Hours: By Appointment

Textbook: None

"To feel at home, stay at home. A foreign country is not designed to make you comfortable. It’s designed to make its own people comfortable."
- Clifton Fadiman, American writer (1904-1999)

OVERVIEW

Prerequisite: Registration requires consent from both the department chair and the instructor.

Course Description and Objectives
This course is intended to offer deep insight into the differences between the cultures of the UAE and the U.S. as well as a first-hand appreciation for the unique business practices in the UAE. The learning objectives of this course will be realized through a mix of assigned reading, lecture, independent research, and group discussion. All assigned reading material is found on Courseden. However, the centerpiece of this learning experience is a 9-day trip to the UAE.

Learning Objective
This course will significantly enhance your education by helping you to:

1. Communicate effectively in oral presentation and in writing [LG1]
2. Recognize how globalization affects organizations [LG5]
3. Utilize general and management-specific knowledge and skills in the analysis of business problems [LG6]

Classroom Environment
There will be two class meetings on January, 7th and February, 28th. Attendance at these meetings is mandatory and will be part of your grade (10%). The majority of course material, quizzes, assignments will be provided to you online.

Other Course Policies
- Please indicate your section time and full name on all written assignments and presentations.
- Email has become a popular communication mode, yet many emails are far too informal for business communication (i.e., unpunctuated and sloppily written). Because of this, all email correspondence must be of professional quality.
- It is the student’s responsibility to obtain handouts, class notes, and additional assignments. Unforeseen changes in the syllabus and assignments will be announced in email. It is the student’s responsibility to regularly check their D2L email.

Course Schedule
The following schedule is subject to revisions. Assignments, reference material, and articles will be posted on D2L. Please note that you (the student) are at the center of the learning process. Consequently, the foregoing learning outcomes are fully possible only when you are actively involved in and commit sufficient personal resources to the learning process.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Detail</th>
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</thead>
<tbody>
<tr>
<td>1/17</td>
<td>Orientation Meeting</td>
<td>Miller Hall (8:00am-12:00pm)</td>
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<tr>
<td>2/28</td>
<td>Predeparture Meeting</td>
<td>Miller Hall (9:00am-11:00am)</td>
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<tr>
<td>3/01</td>
<td>Quizzes 1-3 must be complete</td>
<td>Due 11:59pm</td>
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<tr>
<td>3/06</td>
<td>Exercise 4 &amp; 5 must be submitted</td>
<td>Due 11:59pm</td>
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<tr>
<td>3/13-3/22</td>
<td>Trip to Dubai</td>
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<tr>
<td>4/17</td>
<td>Final Exam Due</td>
<td>Due 11:59pm</td>
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GRADES

Your final grade will be the cumulative result of the below evaluations:

Grade Composition:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percentage</th>
<th>A Range</th>
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<tbody>
<tr>
<td>Homework (5 assignments and quizzes)</td>
<td>50%</td>
<td>90.0 – 100%</td>
</tr>
<tr>
<td>Participation</td>
<td>35%</td>
<td>B 80.0 – 89.9%</td>
</tr>
<tr>
<td>Final Project</td>
<td>15%</td>
<td>C 70.0 – 79.9%</td>
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<tr>
<td></td>
<td></td>
<td>D 60.0 – 69.9%</td>
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<td></td>
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<td>F 0 – 59.9%</td>
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Assignments and Quizzes (50%):
Five assignments and quizzes are scheduled during the semester. In many cases, I have provided generous resource material. However, on some assignments you will need to perform your own search for information. I will not accept late assignments.

Participation (35%):
You will be expected to contribute and actively interact during our visit to the UAE. Prepare your questions in advance of our visits to firms. Attendance at business and cultural events is mandatory, as well as timeliness to these events. If you miss one (1) event, or are late more than once, ten (10) points will be subtracted from your final grade.

Final Project (15%):
A written project assignment will be due upon completion of the trip to allow you the opportunity to demonstrate your understanding of the concepts learned. If applicable, essay questions will relate to all aspects of class including all assigned reading material and specific experiences from the trip. I will not accept late submissions of your final project.

The instructor reserves the right to modify the grade scale, content of class, and add pop-quizzes if necessary. Further guidance on assignments will be provided on Courseden.

Quality of Submissions
Any assignment submitted for a grade must be accurate in terms of format, grammar, punctuation, and spelling. I use the “rule of three” when grading all assignments: if I find three or more errors, the assignment will receive a 0 grade and the student will not have the opportunity to correct and resubmit the assignment. Please carefully proofread all content prior to submitting it to me.

Other:
✓ All written assignments should be typed. Use 12 point Times New Roman font, 1” margins, and single space. Place your name and date on top of the first page.
✓ Staple all multi-page assignments.
✓ Late assignments will receive a grade of “0” unless appealed directly in advance. Do not expect positive appeals. Timeliness is one of the most important aspects of business.

HONOR CODE and STUDENTS RIGHTS

The Honor Code
At the University of West Georgia we believe that academic and personal integrity are based upon honesty, trust, fairness, respect and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing. If you are caught cheating or plagiarizing your work you will receive at a minimum a failing grade in this course.

Student Rights and Responsibilities
Please carefully review the information at the following link: Common Language Syllabi. This link contains important information pertaining to your rights and responsibilities in this class and is updated as federal, state, university, and accreditation standards change.

Credit Hour Policy (3 credit hours)
For approximately fifteen weeks, students in this class will generally spend 150 minutes with direct faculty instruction (either face-to-face or online) and work about 360 minutes outside of the classroom each week. This out-of-class work may include, but is not limited to, readings, assignments, projects, group work, research, and test preparation.