University of West Georgia
College of Business, Department of Management

MGNT 6685 International Work Practicum

May 2018
3 Credit Hours

Instructor: Jeannie Pridmore
Office RCOB 2225
Office Hours: Monday – Friday (in office by appointment and virtually)
E-mail Address jpridmor@westga.edu

Online Support
CourseDen Home Page
CourseDen Help & Troubleshooting
Distance Learning Library Services
Ingram Library Services
UWG Bookstore
Disability Services

Additional resources and links are available in the UWG|Online CourseDen (D2L) Resources widget on your course homepage

"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)

“If you reject the food, ignore the customs, fear the religion, and avoid the people, you might better stay home.”
- James Michener. American writer (1907-1997)

Course Materials:
TBD – will be based on organizational problem being solved.
Course Description:

This course is intended to offer students an international experiential learning opportunity. Students will be placed into international teams, which will consist of students from different institutions in different countries. These international teams will be given a real organizational problem to solve. Each team will begin their group work using virtual collaboration technologies and will finish the work face-to-face with their team in the host country. This opportunity affords the students a deep learning and insight into the differences between the cultures, as well as a first-hand appreciation for unique business problems and practices. The learning objectives of this course will be realized through a mix of assigned reading, lecture, independent research, and teamwork. The course will conclude with travel to the host organization to finish the teamwork face-to-face and to present the final project to the organization. Travel is not required to participate in this course. If the student is not able to travel, they can complete the project work through the use of virtual collaboration technology.

COURSE LEARNING OBJECTIVES:

This course will significantly enhance your education by:

1) offering real life international team work experience
2) focusing on effective written and oral communication skills
3) develop collaborative technology skills
4) utilize general and specific management knowledge and skills to solve a real organizational problem

Expectations and Responsibilities of students

Professional Value and Integrity

Students are expected to:
- Know and understand the UWG Honor Code
- Treat others with respect and fairness with an appreciation for cultural diversity
- Adopt a professional attitude in speech and actions
- Complete fully and approximately complete their project/team tasks

Classroom/Team Environment

There will be class meetings. Attendance at each is mandatory. Teamwork will be completed through virtual collaboration software and face-to-face team meetings. It is critical that you are present for all of your team meetings; communicate regularly with your team, and completely your work professionally, accurately, and fully.

Other Course Policies

- Indicate your full name on all written assignments, even those submitted through email and CourseDen.
- All email correspondence must be of professional quality. Sloppily written and unpunctuated emails will be returned for correction and re-submission.
- It is the student’s responsibility to access all content posted on CourseDen and emailed to the student.
- Unforeseen changes in the syllabus and assignments will be announced in UWG email.
- It is the student’s responsibility to regularly check their UWG email.
- Missing the first graded assignments is grounds for being dropped from the course.
- Not participating in your team is grounds for being dropped from the course.
Course Grading and Schedule

The following is subject to revisions. Assignments, reference material, and articles will be posted on CourseDen. 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.

Grading:

- Reflection Assignments 15%
- US Team Project 15%
- International Team Project 40%
- Team Participation 30%

A: 90% and above  
B: 80 – 89.999%  
C: 70 – 79.999%  
D: 60 – 69.999%  
F: 59.999% and below

Tentative Schedule:
The instructors reserve the right to change the schedule and/or requirements.

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Activities due</th>
<th>Special Instructions</th>
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<tbody>
<tr>
<td>May 4th</td>
<td>HBR Case</td>
<td>Watch Munster Students Present</td>
<td>Online Day</td>
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<tr>
<td>May 11</td>
<td>Reading &amp; Virtual</td>
<td>Design Thinking Training Technology</td>
<td>On Line Day</td>
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<td>Collaboration Investigation</td>
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<td>May 14</td>
<td>Team Work</td>
<td>Design Thinking Training</td>
<td>In Class Day 6:00pm</td>
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<td>May 15</td>
<td>Project Work</td>
<td>Virtual Team Work</td>
<td>On Line Day</td>
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<tr>
<td>May 16</td>
<td>Project Work</td>
<td>Virtual Team Work (US and International)</td>
<td>On Line Day</td>
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<tr>
<td>May 17</td>
<td>Team Presentations</td>
<td>Design Thinking Training</td>
<td>In Class Day 6:00pm</td>
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<td>May 18</td>
<td>Project Work</td>
<td>Virtual Team Work (US and International)</td>
<td>Online day</td>
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<tr>
<td>May 21</td>
<td>Project Work</td>
<td>Virtual International Team Work</td>
<td>Virtual Online Day</td>
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<td>Check in with me</td>
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Assignments.

Success in business generally requires professionalism. Therefore, any assignment submitted for a grade must clearly display the student’s name at the top of the page. Also, submissions should 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. Also, be aware of the following:

- Assignments should be professionally formatted. Sloppy documents, regardless of their content, will receive a grade of 0.
- Assignments should be typed. Use 12 point Times New Roman font, 1-inch margins, and single space.
- Submit all assignments in Dropbox on CourseDen unless otherwise noted.
- Include your name on all submitted assignment, even those turned in electronically.
- Staple all multi-page assignments that are submitted in hard copy (i.e. PowerPoint slides for debate project).
- Late assignments will not receive credit unless appealed and approved by me in advance. Do not expect positive appeals. Timeliness is one of the most important aspects of business.
- No additions or corrections will be accepted once the due date has passed.
Scholastic Dishonesty:
The University of West Georgia Academic Honesty Policy will be enforced. You can read this policy at http://www.westga.edu/~vpaa/handrev/207.
Note: Study partners are encouraged in the completion of assignments. However, each student is required to complete and submit his/her own work. Copied work will be considered plagiarism and will result in academic discipline.

UWG CourseDen. The instructor uses UWG CourseDen to post lecture recordings, exercise files, assigned readings, and assignment specifications for you to download.

Communication with the Instructor

My preference is to be contacted through CourseDen or UWG email (jpridmor@westga.edu) with “MNGT 6685” as the subject line. This is the BEST method of communicating your questions regarding the course (e.g., assignments, lessons, etc.) with the instructor.

All UWG students should use their Campus (MyUWG) E-Mail accounts when emailing the instructor. I will send out class announcements and assignment reminders via CourseDen. All students must have, and read on a daily basis, their CourseDen Posts and emails. Emails are usually answered within 24 hours if not immediately. IF YOU DO NOT GET A REPLY within 24 hours, ASSUME I DID NOT RECEIVE IT AND PLEASE RESEND. I REPLY TO ALL EMAILS. You can also meet me in person in during my office during my office hours.

COMMON LANGUAGE FOR COURSE SYLLABI

Updated July, 2017

Students should review the following information each semester.

ACADEMIC SUPPORT

Accessibility Services: Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact Accessibility Services.
Center for Academic Success: The Center for Academic Success provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or cas@westga.edu

University Writing Center: The University Writing Center assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or writing@westga.edu

ONLINE COURSES

UWG takes students’ privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the UWG Online site.

Students enrolled in online courses can find answers to many of their questions in the Online/Off-Campus Student Guide.

If a student is experiencing distress and needs help, please see the resources available at the UWG Cares site. Online counseling is also available for online students.

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.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student’s conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student’s account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the Student Handbook.
UWG EMAIL POLICY

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student’s responsibility to check his or her email.

CREDIT HOUR POLICY

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

HB 280 (Campus Carry)

UWG follows University System of Georgia (USG) guidance:

University System of Georgia (USG) guidance

You may also visit our website for help with USG Guidance:
help with USG Guidance

Proprietary Material Agreement

The materials on this course website are only for the use of students enrolled in this course for purposes associated with this course and may not be retained or further disseminated.

Online Privacy

This course may require you to work with other sites and entities beyond UWG and CourseDen (D2L) where some personal information (e.g. your name, affiliation with UWG, or current employment) may be displayed. You have the right to regulate the displaying of information pertaining to yourself on the Internet. If you are uncomfortable displaying information that you deem overly personal, you may take steps to post more anonymous manner (such as posting online your
first name and last initial only or other pseudonym). You also agree to respect other people’s wishes to remain anonymous.

**Links to and From Third-Party Sites**

There may be links established between this course and other entities and sites on the World Wide Web, Internet or other areas that are not under the control of, nor maintained by your professor or the University of West Georgia (UWG). These links do not necessarily constitute an endorsement by your professor or UWG, and UWG has no obligation to monitor such sites, and the user agrees that neither your professor nor UWG is responsible for the content of such sites or for any technical or other problems associated with any such third-party site, links, or usage.