

Animo Venice Charter High School
Fall Semester 2013 Syllabus – Course Section Number(s): 7602
Business 001 – Introduction to Business
West Los Angeles College
(www.wlac.edu)

Instructor:	Mr. K. Dungey, MBA	Class Location:	Room 207
My Office Hours:	T & Th - 1:15 p.m.– 3:30 p.m.	Lecture Time/Day:	T & Th - 1:41 a.m.– 3:16 p.m.
My Office Hours Location:	Room 207	Class Starts:	08/27/13
Email Address:	Dungeyk@WLAC.edu	Class Ends:	12/20/13

Prerequisite

None

Catalog Description

This course is a survey of the fundamental aspects of all phases of business including entrepreneurship alternative, management/leadership, marketing, accounting, law, financial management and institutions, investing through the securities market, and challenges facing global markets.

Goals and Student Learning Outcomes (SLO's)

Goal 1: To develop critical thinking skills.

Student Outcomes: The student will be able to:

1. Analyze problems by differentiating fact from opinions.
2. Reflect upon tangible or intangible items to form a solid judgment.
3. Use sound reasoning to specify multiple solutions and their consequences.

Course Objectives

1. Provide a fundamental understanding of the private enterprise system in the United States, as well globally and the role of business firms in those systems.
2. Provide a fundamental understanding of how the various forms of businesses (sole-proprietor, partnerships, and corporations) are organized and managed.
3. Discuss and place emphasis on the opportunities and challenges (domestic and international) facing the various forms of businesses.

Course Requirements

1. Required Textbook: ***Foundations of Business, 3rd Edition by Pride/Hughes/Kapoor***
2. Handouts: Provided by instructor.
3. Course Assignments: Completion of all assignments is crucial to goal accomplishment. Success depends upon completion of all reading, written and practical assignments. A “Study Buddy” is suggested and should be called for explanation and homework assignments.
4. Quizzes: Be prepared to take quizzes after completion of each chapter.
5. Final Exam: Use previous quizzes and class notes to prepare for final.
6. Current Events: Look on the internet for a current event in RECENT news and write about the:
 - A. Who (is involved?)
 - B. What (is the article about?)
 - C. When (are the time periods of the article?)

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- D. Where (is this taking place, ie City, State, Country?)
- E. Why (did you choose this article?)
- F. How (it relates to Business and/or this class?)

7. Extra Credit: 5-10 points will be given for every extra credit assignment throughout the semester.

8. Grading Procedure:

Points		Points Breakdown	
Homework:	150	A = 90-100%	540-600
Chapter Tests:	150	B = 80-89%	480-539
Textbook/Current Event Class work	175	C = 70-79%	420-479
Group Presentations/Essay:	50	D = 60-69%	360-419
Final Exam:	<u>75</u>	F = 0-59%	0-359
Total Points Possible:	600		

Animo Venice Policies

Attendance

Green Dot Public Schools is committed to providing students with a rigorous academic experience to prepare them for college, leadership and life. Students are expected to be in class every day. Parents are responsible for ensuring that their children arrive on-time to school each day. The school strongly discourages absences for vacation during the school year. Parents should schedule family vacations outside of the academic calendar so that students do not miss important classroom instruction time.

Absences

Students and parents should do everything in their power to guard against absences from classes, including taking good care of their health and arranging necessary appointments outside of school time. Students with absences from a class period more than four times in a given semester will be referred to the Student Attendance Review Team (SART) for support with interventions. If a student is absent from a class period for more than 15 days during the course of a semester, he/she will not receive credit in that course. **Excused Absences** will be granted for the following reasons ONLY:

- Personal illness
- Emergency medical, dental and optometry appointments (verified by a note signed by a physician)
- Serious family emergencies (subject to Principal approval)
- Death of an immediate family member
- Court summons
- Observance of a religious holiday
- School approved activity

Procedure for Reporting an Absence: The parent or guardian must notify the school office by 9:00 a.m. of each day the student is absent. If the parent/guardian does not make the call by 9:00 am, the school will notify the parent in an effort to find out if the student has an excused absence.

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Procedure for Returning to School after an Absence: When the student returns to school, he/she should bring a note from his/her parent. Any student who is absent for medical, dental or other professional services must, in addition, present a note to the school office directly from the respective provider's office. The school is required to keep on file a note signed by a parent/guardian for every student absence. The note must be legible and written in ink. A valid note should contain:

- Full name of the student
- Date(s) or time of absence
- Specific reason for absence
- Telephone numbers where both parents/guardians may be reached (home and work)
- Signature of parent or guardian

If a student does not bring a note, he/she will be marked truant.

Procedure for Early Dismissal: After their arrival on campus in the morning, students may NOT leave campus until dismissal time. Students leaving campus without permission are considered truant. If a student requests an early dismissal (for example, if a parent/guardian is picking him/her up for a doctor's appointment), the parent/guardian reports to the office to sign out the student.

Tardies

A student is considered tardy if he/she is not in his/her seat when the bell rings signaling the start of class. If a student arrives late to school, he/she must obtain a late-slip from the school office. Any tardiness of more than 30 minutes for any class is considered an unexcused absence. Excessive tardies will result in disciplinary action and may result in an appearance before the SART. Tardies between Classes: Students have an allotted time to travel from one classroom to another. Students who take longer than that time will receive an unexcused tardy from the teacher.

Truancy

Students absent from any class or activity period without permission, or students who leave campus after arriving without permission are considered truant, even if they return to campus in time for class. A student is considered a habitual truant if he/she has been reported truant three or more times per school year. Consequences for truancy will include a disciplinary action, up to and including referral to the Student Attendance Review Team (SART).

Passes

All students must carry passes verifying their authorization to be out of class during class time. Passes are issued by the teacher/Principal/Assistant Principal as necessary.

Student Attendance Review Team

The Student Attendance Review Team (SART) aims to work with families to ensure that students comply with compulsory education laws. SART is both a prevention and intervention tool that can be utilized to address truancies, excessive tardies, and excessive absences. The SART's duties include:

- Reviewing school-wide attendance data
- Creating prevention strategies to encourage consistent student attendance
- Identifying students struggling to meet attendance expectations
- Creating intervention plans for struggling students
- Monitoring progress of students on contracts

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- Determining consequences for excessive absences, up to and including, loss of course credit or referral to the judicial system

Preparedness

You are expected to arrive on time. You will come to each class session prepared. You will have your book, binder, pens/pencils, any work that is due, and you will be prepared to discuss all readings/assignments.

Cell Phones, iPods, etc.

Turn them off and put them away when class begins! Although it may not seem possible, you can survive without talking and texting on your cell phone, or listening to your iPod, for an hour or so. Talking and texting on cell phones not only distract you, but they are a distraction for myself and your peers. Distractions interrupt/disrupt the class and I will not tolerate interruptions. You will be asked to leave if this occurs.

Academic Integrity

Academic honesty is highly valued at West Los Angeles College, just as it is at all colleges and universities around the world. A student must always submit work that represents his or her original words or ideas. If any words or ideas are used that do not represent the student's original words or ideas, the student must cite all relevant sources. The student should also make it clear to what extent such source(s) were used.

Classroom Cleanliness

Please help us keep the classroom and campus grounds clean. No food or beverages, except for water, is permitted inside instructional classrooms/labs. Please use the appropriate bins to dispose of your trash/recyclables.

ADA Reasonable Accommodations

In support of the Americans with Disabilities Act (ADA), reasonable accommodation will be provided to any student who is registered with Disabled Student Services and who requests accommodation. Students must contact the DSP&S or contact them at 310-287-4450

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Tentative Assignment Sheet

Class Sessions	Class Activity	Topics	Assignment/ Page #'s	Due Date	Points
Week 1					
August 27, 2013		2013 Fall Semester Opening Bulletin			
	Introductions	Instructor and Student Introduction; Review of Syllabus			
	Warm-up/Hand-outs	If you could start a Business?	Classwork		10
	Hand-out	Introduction to Assets Worksheet	Classwork		15
		Bring in a Family or Friend's Resume	Homework	8/29/13	10
August 29, 2013	Review Chapter 1	Understanding Economics Systems and Business	p. 3-9		
		Pg. 34- Discussion Questions (Handout)	Classwork		10
		Make your own Resume	Homework	9/3/13	10
Week 2					
Sept. 3, 2013	Review Chapter 1	Understanding Economics Systems and Business	p. 10-16		
		Pg. 44- Critical Thinking Questions (Handout)	Classwork		10
Sept. 5, 2013	Review Chapter 1	Understanding Economics Systems and Business	p. 17-23		
		Write about an Entrepreneur (anybody- Celebrity, family, etc.)	Homework	9/12/13	20
Week 3					
Sept. 10, 2013	Review Chapter 1	Understanding Economics Systems and Business -	p. 24-30		
		Pg. 60- Discussion Questions (Handout)	Classwork		
		Exploring the Internet Assignment – pg. 33 #1	Homework	9/12/13	10
Sept. 12, 2013	Review of Study Guide	Preparation for Chapter 1 Quiz			
	Current Event #1	Bring in a Newspaper & find an article relating to either Business or Law. Answer 6 question's.	Classwork		10

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