**BA 10-59847 Introduction to Business**

Instructor: Mike Sorensen Email: mike.sorensen@reedleycollege.edu   
Office: BUS 40 Phone: 638-3641 Ext. 3615

Office Hours: Monday 1:00-2:00; Friday 10:00-11:00  
Thursday 8:00-9:00 Virtual Office Hour Call (559) 869-8386

Text: BUSN 9, Kelly & McGowen ISBN 978-1-305-49732-0  
Please purchase the textbook through the bookstore. You will need an access code that is bundled with the textbook. Because the text and code are bundled for us, the bookstore is actually cheaper than purchasing the book online. The book store will ship if necessary.   
  
**Outline:**

• Organizational Structures  
• Entrepreneurship  
• Management and Leadership functions   
• Global Business   
• Human Resource Management  
• Marketing Management  
• E-Business  
• Information Technology  
• Financial Management  
• Perform basic computational and problem solving analyses related to the business environment.

**Grading**  
Your final grade will be dependent on exams, homework, and participation.

Quizzes 70%  
Projects and Papers 20%  
Discussion Board Participation 10%

**Final grades will be based on the following scale:**

90%-100% A  
80%-89% B  
70%-79% C  
60%-69% D  
Below 60% F

**Quizzes:**  
All quizzes will be taken on-line. Please sign on to Canvas to complete your quiz. There will be no make-up quizzes. All chapter quizzes will be closed at 11:59 pm on Tuesday of the week that follows the discussion of a chapter.

**Discussion Board:**  
All students must post to the discussion board each week. The posts do not need to be long, but should be well thought-out and clear.

**Papers:**   
Approximately every other week you will have a brief written assignment. More information will follow.  
  
**Attendance:**  
At the instructor’s discretion, you may be dropped if you fail to post for two consecutive weeks during the first nine weeks of the course. After the first nine weeks, the instructor can not drop you from the course.

**Accommodations for Students with Disabilities**  
If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 or the Rehabilitation Act, please contact me as soon as possible.

Last day to drop this course: March 10, 2017