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| <p>Week 14 Module 8</p> | <p>Nov 2 , Nov 26, to</p> | <p>THANKSGIVING HOLIDAYS</p> | | |
| <p>Week 13</p> | <p>Nov 14, 2022 to Nov 20,</p> | <p>Chapter 8 Organizing Data for Effective analysis</p> | <p>Chapter 8 from text book</p> | <p>\$ O W H U Q D W H \$ V V L Jat Q P H Q W d <i>p.m. Central Time on Nov 20,</i></p> |
| <p>Week 12 Module 7</p> | <p>Nov , Nov 13, to</p> | <p>Chapter 7 Organizing Data for Effective analysis</p> | <p>Chapter 7 from text book</p> | <p>Chapter 7 level 1 Steps to success level 1 age 3 <i>W Tue at 9 p.m. Central Time on Nov 13, 2022</i></p> |

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| Week 15 | Nov 28 2022 to Dec 04, 2022 | <p>Managerial Decision Making concepts-4 Conducted online</p> <p>Managerial Decision Making concepts-5 Conducted online</p> | <p>Concept-4 video posted in Canvas</p> <p>Concept-5 video posted in Canvas</p> | <p>Class concept test 4 opens on Nov 28, 2022 <i>and is due at 9p.m. Central Time on Dec 04, 2022</i></p> <p>Class concept test 5 opens on Nov 28, 2022 <i>and is due at 9p.m. Central Time on Dec 04, 2022</i></p> |
| Week 16 Module 6, 7 & 8 | Final week | Final examination on Chapter 6, 7 and 8 | Chapter 6 to chapter 8 | Exam 4, opens on Dec 03, 2022 <i>and is due at 9 p.m. Central Time on Dec 08, 2022</i> |

Course Completion: You should expect to invest significant time in this course. The actual amount of time required will vary from individual to individual. To be successful, you should plan to devote some time to this course on a daily basis.

Grades and Grading: The full course grade will be determined as follows:

| Component | Points Possible | |
|--------------|-----------------|-----------------------------|
| Examinations | 270 points | 4 exams and 5 Concept tests |

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| Assignments | 230 points | <ul style="list-style-type: none"> • Assignments 1 & 2 : 20 points each= 40 points • Assignment 3 : 40 points • Assignment 4,5,6,7,8: 30 points each= 150 points |
| Total points possible | | 500 points |

Points earned and accumulated will be used in the following grade calculation:

| | |
|---------------|---|
| Points Earned | |
| 450-500 | A |
| 400-449 | B |
| 350-399 | C |
| 300-349 | D |
| Below 299 | F |

Academic Honesty: “Scholastic dishonesty” includes, but is not limited to, cheating, plagiarism, collusion, falsifying academic records, and any act designed to give unfair academic advantage to the student (such as, but not limited to, submission of essentially the same written assignment for two courses without the prior permission of the instructor, providing false or misleading information in an effort to receive a postponement or an extension of a test, quiz, or other assignment), or the attempt to commit such an act . . . (UT Tyler Student Affairs Manual of Policies and Procedures).

DISABILITY SERVICES

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychiatric disabilities. If you have a disability, including non-visible disabilities such as chronic diseases, learning disabilities, head injury, PTSD or ADHD, or you have a history of modifications or accommodations in a previous educational environment you are encouraged to contact the Student Accessibility and Resources office and schedule an interview with the Accessibility Case Manager/ADA Coordinator, Cynthia Lowery Staples. If you are unsure if the above criteria apply to you, but have questions or concerns please contact the SAR office. For more information or to set up an appointment please visit the SAR office located in the University Center, Room 3150 or call 903.566.7079. You may also send an email to cstaples@uttyler.edu

UT TYLER POLICIES - Students Rights and Responsibilities:

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: <http://www.uttyler.edu/wellness/rightsresponsibilities.php>

Grade Replacement/Forgiveness and Census Date Policies:

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions that students need to be aware of. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date.)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade).
- Being reinstated or re-enrolled in classes after being dropped for non-payment.
- Completing the process for tuition exemptions or waivers through Financial Aid. State-Mandated

Course Drop Policy:

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability Services:

In accordance with federal law, a student requesting accommodation must provide documentation of his/her disability to the Disability Services counselor. If you have a disability, including a learning disability, for which you request an accommodation, please contact the Disability Services office in UC 3150, or call (903) 566-7079.

Student Absence due to Religious Observance:

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities:

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement:

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

UT Tyler a Tobacco-Free University:

- All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.
- Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.
- There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit www.uttyler.edu/tobacco-free.

Concealed Handguns on Campus Policy:

We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.

TECHNICAL SUPPORT If you experience technical problems or have a technical question about this course, you can obtain assistance by emailing itsupport@patriots.uttyler.edu. When you email IT Support, be sure to include a complete description of your question or problem including:

- The title and number of the course
- The page in question (If you get an error message, a description and message number)
- What you were doing at the time you got the error message

You may also visit the Help Tab in Canvas for helpful information.

PLUG-INS AND HELPER APPLICATIONS UT Tyler online courses use Java, JavaScript, browser plug-ins, helper application and cookies. It is essential that you have these elements installed and enabled in your web browser for optimal viewing of the content and functions of your online course.

- Adobe Reader allows you to view, save, and print Portable Document Format (PDF) files. <http://get.adobe.com/reader/>
- Java Runtime Environment (JRE) allows you to use interactive tools on the web. <http://www.java.com/en/download/>
- Adobe Flash Player allows you to view content created with Flash such as interactive web applications and animations. <http://get.adobe.com/flashplayer/>
- Windows Media Player allows you to view, listen and download streaming video and audio. <http://windows.microsoft.com/en-US/windows/products/windows-media-player>
- QuickTime allows users to play back audio and video files. <http://www.apple.com/quicktime/download/>
- RealPlayer allows you to view and listen to streaming video and audio. <http://www.real.com/>

COLLEGE OF BUSINESS STATEMENT OF ETHICS:

The ethical problems facing local, national and global business communities are an ever-increasing challenge. It is essential the College of Business and Technology help students prepare for lives of personal integrity, responsible citizenship, and public service. In order to accomplish these goals, both students and faculty of the Soules College of Business at The University of Texas at Tyler will:

- *Ensure honesty in all behavior, never cheating or knowingly giving false information.*
- *Create an atmosphere of mutual respect for all students and faculty regardless of race, creed, gender, age or religion.*
- *Develop an environment conducive to learning.*
- *Encourage and support student organizations and activities.*
- *Protect property and personal information from theft, damage and misuse.*
- *Conduct yourself in a professional manner both on and off campus.*

Important Covid-19 Information for Classrooms and Laboratories

Students are expected to wear face masks covering their nose and mouth in public settings (including classrooms and laboratories). The UT Tyler community of Patriots views adoption of these practices consistent with its Honor Code (Links to an external site.) and a sign of good citizenship and respectful care of fellow classmates, faculty, and staff.

Students who are feeling ill or experiencing symptoms such as sneezing, coughing, digestive issues (e.g. nausea, diarrhea), or a higher than normal temperature should stay at home and are encouraged to use the UT Tyler COVID-19 Information and Procedures (<https://www.uttyler.edu/center-for-ethics/>) website to review protocols, check symptoms, and report possible exposure. Students needing additional accommodations may contact the Office of Student Accessibility and Resources at University Center 3150, or call (903) 566-7079 or email saroffice@uttyler.edu.

Recording of Class Sessions

Class sessions may be recorded by the instructor for use by students enrolled in this course. Recordings that contain personally identifiable information or other information subject to FERPA shall not be shared with individuals not enrolled in this course unless appropriate consent is obtained from all relevant students. Class recordings are reserved only for the use of students enrolled in the course and only for educational purposes. Course recordings should not be shared outside of the course in any form without express permission.