

VALENCIA COLLEGE

COURSE SYLLABUS

Course: MAN 4600: International Management

Course Description:

This course is an advanced examination of issues about other nations and cultures, including motivation, communication, ethics, social responsibility, and preferences of consumers. Leadership is about coping with change as globalization has become more competitive and volatile. This course will also delve into differences in approaches to managerial decision making. Therefore, students will be exposed to the concepts of building leadership culture and managing global high performance teams.

Course Major Learning Outcomes:

Students will be able to:

1. Differentiate motivational strategies in domestic and international management.
2. Distinguish cultural communication styles.
3. Analyze ethical considerations in international management.
4. Assess conditions for productivity in international teams.

Required Text:

You are not required to purchase a textbook for this course. We will be using a variety of materials available online free of charge. Links and details on each reading will be provided within the course modules.

Course Organization:

This course will be divided into four categories that will comprise the final grade.

<input type="checkbox"/> Discussions.....	24%
<input type="checkbox"/> Assignments.....	36%
<input type="checkbox"/> Quizzes.....	16%
<input type="checkbox"/> <u>Reflection Paper.....</u>	<u>24%</u>
	100%

General Grading Scale:

A: 90-100
B: 80-89
C: 70-79
D: 60-69
F: 60-below

CLASSROOM POLICIES

Attendance, Assignments and Grading Information

Schedule and Deadlines. You may view the assignment schedule, along with assignment deadlines, on our course schedule and webpage through Canvas. We will learn how to navigate this site as a

class within our first few class meetings. You can familiarize yourself with Canvas. Course assignments will be checked for plagiarism using the "Uni-Check" Plagiarism software, which is embedded into each assignment. All forms of academic dishonesty are prohibited at Valencia College. Academic dishonesty includes, but is not limited to, acts or attempted acts of plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, facilitating academic dishonesty, and misuse of identification with intent to defraud or deceive. **For more information on Academic Dishonesty Click Here: [Valencia College Academic Dishonesty Policy](#)**

Discussion Instructions

Discussion board posts require an initial response of substance. A substantial response is one that stays on topic and fully addresses the assignment in a clear, concise, and meaningful manner. Substantial content refers to providing relevant content toward the actual topic of the discussions. This includes quality input, questions and information in your discussion posts and responses to peers.

The deliverable length of initial posting must be at least 150 words. After the initial posting, students are required to respond to at least one (1) peer response to potentially earn full credit for the assignment. Peer responses must be at least 50 words for each response, in order to receive full credit. Discussions must be the students original thoughts based on the topics from the class readings and/or other referenced sources. Direct quotes from references must be less than 10 words. Please review postings for sentence structure, grammar and punctuation errors.

Plagiarized discussions will result in a "0" for the submission of this assignment.

Late submissions are not accepted for discussions.

Assignment Instructions

In this course, there will be 3 assignments. Each of these will be detailed in the course. In general, assignments will be approximately 1 to 1.5 pages in length and be based on research and/or analysis of real world challenges or scenarios.

Late submissions will not be accepted.

Quiz Instructions

Quizzes may contain multiple choice, matching, true/false, and fill in the blank questions based on the related module. .

Students will have 1 attempt to complete the quiz. Please plan on completing the entire quiz in the attempt (If the exam or the web browsers is closed - the exam is considered completed).

Reflection Paper

The reflection paper is the final assignment in the course and is worth 100 points.

Write a paper reflecting on the top **five** things you learned in the course. The paper needs to be at least two full pages, each of the five items/concepts need to be thoroughly explained in your own words, and you should include why you think these items/concepts are important. How have you

applied these concepts in your personal/professional life and how might you use these concepts in your future?

Course Schedule

Week	Topic & Assignments	Due Dates
1	<p>Read: Course Syllabus</p> <p>Read and Complete: Orientation Module pages and Attendance Quiz</p> <p>Go to Week One and complete the following:</p> <p>Read: Module 1 – Introduction to International Management</p> <p>Submit: Introduction Responses</p> <p>Submit: Attendance Quiz</p>	
2	<p>Go to Week Two and complete the following:</p> <p>Read: Module 2 – Ethics and Social Responsibility</p> <p>Submit: Discussion Responses</p>	
3	<p>Go to Week Three and complete the following:</p> <p>Read: Module 3 - Culture</p> <p>Submit: Discussion Responses</p> <p>Submit: Week 3 Quiz</p>	
4	<p>Go to Week Four and complete the following:</p> <p>Read: Module 4 - Cross-Cultural Communications</p> <p>Submit: Discussion Responses</p> <p>Submit: Week 4 Assignment</p>	
5	<p>Go to Week Five and complete the following:</p> <p>Read: Module 5 - Managing a Global Team</p> <p>Submit: Week 5 Assignment</p>	
6	<p>Go to Week Six and complete the following:</p> <p>Read: Module 6 - Managing a Global Team</p> <p>Submit: Discussion Responses</p>	

7	<p>Go to Week Seven and complete the following:</p> <p>Read: Module 7 - Making Decisions</p> <p>Submit: Quiz responses</p>	
8	<p>Go to Week Eight and complete the following:</p> <p>Submit: Reflection Paper</p>	

Make-up Exams:

Make-up exams will only be given in emergency situations provided the instructor is notified in advance (prior to the absence). Upon approval of your absence, the exam will be placed in the testing center. Exams must be made up before the next class meeting. Any test missed will have an adverse effect on your grade, and make-up test will not be given unless approved by the professor prior to the date of the scheduled test. Proof of absence is required for make-up exams.

Homework:

If a student is absent, it is his/her responsibility to contact a class member, obtain the assignment and come to the next class meeting prepared. If a student is absent the day of an exam, they will receive a zero. See "Assignments" for late submission information.

Expected Student Conduct:

Valencia College is dedicated, not only to the advancement of knowledge and learning, but is concerned with the development of responsible personal and social conduct. By enrolling at Valencia College, a student assumes the responsibility of becoming familiar with and abiding by the general rules of conduct. The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in disruption of a classroom or Valencia's rules may lead to disciplinary action up to and including expulsion from Valencia. Disciplinary action could include; being withdrawn from class, disciplinary warning, probation, suspension, expulsion or other appropriate and authorized actions. You will find the student code of conduct in the current Policy & Procedures Manual at [Policies and Procedures](#).

Attendance Policy

In-Class Attendance

Valencia College students are held accountable for meeting all course requirements. Students must therefore realize that they are expected to attend all regularly scheduled meetings of courses in which they are enrolled. Professors will record attendance during each class session. The student is expected to carry out all assigned work and to take examinations designated by the instructor.

Students are required to log on to Canvas weekly, review the week's course material and submit appropriate assignments/exams. Student assignments within Canvas are due for each module of the course. Failure to carry out these assignments or to take examinations at the designated times may result in an appropriate reduction in grade or being dropped from the course.

For Online Attendance

For online attendance, students are required to log on weekly, review the week's course material and submit appropriate assignments/exams. Student assignments within Canvas are due for each module of the online course. Attendance will be taken based on your submitting assignments weekly. If a student fails to submit an assignment when due, the student will be marked absent for that week.

The instructor may automatically drop the student from a class when the student has missed 25 percent of the class meetings (In-Class or Online).

Excused vs. Unexcused Absences

Student absences are defined as excused or unexcused. Unexcused absences are those that occur without adequate reason. Unexcused absences may be used in the computation of grades.

Excused absences are defined as absences stemming from (a) participation in college sponsored activities and (b) compelling and extenuating circumstances beyond a student's control. Documented excused absences may not be used in the computation of grades. Instructors must allow students to make up missed examinations, quizzes, writing assignments, and other course work for documented excused absences. Examples of excused absences include, but are not limited to, the following:

- Student's documented illness
- Student's documented injury
- Documented death in a student's immediate family
- Documented illness or injury in a student's immediate family
- Documented student's required military duty
- Documented student's required jury duty

Professors are not obligated to excuse an absence if a student fails to provide requested documentation after the due dates have expired. Professors also reserve the right to determine when the number of excused absences exceeds a reasonable limit to the extent that it significantly interferes with a student's satisfactory mastery of course content/skills. Excused absences do not exempt a student from course requirements, and therefore in circumstances that entail excessive excused absences the professor may reasonably recommend that a student consider withdrawal from a course.

Procedures for Reporting Absences

It is the responsibility of the student, where possible, to notify instructors regarding absences for whatever reason or period of time. This should take place before leaving campus, during an illness or upon return to campus.

For more information on Valencia College "Attendance Policy"

For more information on Valencia College "Attendance Policy" Click Here: [Attendance Policy](#)

For additional clarification, contact your professor.

Email Policy

Students must have an active Atlas account. Students must check their Atlas e-mails regularly as to not miss any important messages from the professor. Missed messages via Atlas or any other medium (in-class, etc.) may affect your grade and are the responsibility of the student.

Academic Honesty

Each student is expected to do his or her own work, unless otherwise specified. Cheating will not be tolerated and will result in an automatic “zero” on that exam or assignment. For obvious reasons, **cell phones will not be permitted** to be used as calculators or for any other reasons **during exams**. Anyone accessing their phone during an exam will receive an automatic zero for that exam. Students may not leave the classroom for any reason during exams.

Student Technology in the Classroom

I understand there are many good reasons to have laptops, mobile phones, and other wireless communication devices. Many of us have work and family responsibilities that sometimes cannot wait until the end of class.

Recognizing that it may be necessary on occasion to communicate with others during class, please do not text, email, surf, talk, or anything else while class is in session. Feel free to leave the classroom for a moment to take care of any necessary communications. If I find you are “surfing the web” and are not engaged in the class, I may ask you to put your electronic device away for the remainder of the class session and/or semester.

Florida is a “two consent” state concerning recording conversations. Students may not record their instructors, either in conversation or in class, without their consent. If you want to record a classroom conversation, you must first receive permission from everyone in the room.

Academic Accommodations

“Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. See the appropriate office for more information:

- East Campus Bldg. 5, Rm. 216 Ph: 407-582-2229 Fax: 407-582-8908 TTY: 407-582-1222
- West Campus SSB, Rm. 102 Ph: 407-582-1523 Fax: 407-582-1326 TTY: 407-582-1222
- Osceola Campus Bldg. 1, Rm. 140A Ph: 407-582-4167 Fax: 407-582-4804 TTY: 407-582-1222
- Winter Park Campus Bldg. 1, Rm. 212 Ph: 407-582-6887 Fax: 407-582-6841 TTY: 407-582-1222

Student Assistance Program

Valencia College is interested in making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. BayCare Behavioral Health Student Assistance program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. This number is also located on the back of your Valencia Student ID. Free face to face counseling is also available.

Withdrawal Policy

The withdrawal policy deadline for the semester – See Academic Calendar “Important Dates & Deadlines” [Academic Calendar](#)

A student who withdraws from class before the established deadline for a particular term will receive a grade of “W”. A student is not permitted to withdraw after the withdrawal deadline. After this date, the grade assigned will be based on the student’s academic achievement in class and the actual work completed.

Technical Support

If you need Canvas Technical Support, click on "Help" on the left side of the course to access the point of contact for Valencia College Technical Support or click on: [Valencia College Canvas Support](#)

If you have any questions, please make sure to contact your professor/advisor immediately.

Institutional Core Competencies

The following Valencia Student Competencies will be reinforced throughout the entire course:

- **THINK** - Analyze data, ideas, patterns, principles, and perspectives employing facts, formulas and procedures of the discipline.
- **VALUE** - Distinguish among personal, ethical, aesthetic, cultural, and scientific values evaluating your own and others values from a global perspective in the process of learning the discipline.
- **COMMUNICATE** - Identify your own strengths and need for improvement as a communicator employing methods of communication appropriate to your audience and purposefully evaluate the effectiveness of your own and others communication.
- **ACT** - Apply disciplinary knowledge, skills, and values to educational and career goals acting effectively and appropriately in various personal and professional settings responding also to changing circumstances.

Disclaimer:

Changes in this syllabus, schedule, and or college policy may be made at any time during the course per instructor discretion. Students are responsible for staying abreast of these changes.