

# Introduction to Business

## GEB 1011

**Note: This is the generic syllabus for Introduction to Business.**

**Instructor:** M. H. Pryor  
Professor, Business  
**Office:** Winter Park Campus, 249  
**Office Hours:** TBA  
**E-Mail:** Please email instructor using the course website email system. **It is best to contact instructor using the email system *within the course, via WebCT***

**Phone:** (407) 582-6016      **Fax:** (407) 582-6170  
**Mail Code:** 5-3

### Course Information

**Educational Materials:** Understanding Business by Nickels, McHugh and McHugh  
McGraw-Hill, Irwin

**Description:** Refer to specific syllabus.

**Objectives:** Refer to specific syllabus.

**Competencies:** Refer to specific syllabus.

**Prerequisites:** None

### Evaluation

Tests (4)	70%
Homework Assignments	15%
Quizzes	15%

**Online Classes:** All tests for the online classes are taken on a Valencia Campus in the Testing Center or an **approved testing facility** for out-of-area students. Students out of the area must provide the contact information for the testing facility **within two weeks** of class. Contact information contains at least the following: name of contact, title of contact, name of facility, address and location of facility, phone number, email and fax number.

**Non-Online Classes:** The tests for non-online classes will be held on campus in the classroom.

**Make-up:** Refer to the specific syllabus.

**Expected Student Conduct:**

You will find the Student Code of Conduct in the current Valencia Student Handbook.

**Academic Dishonesty:**

Each student is expected to be in complete compliance with the college policy on academic honesty as set forth in the college catalog and the student handbook. Any student cheating will receive a zero for the assignment/test and will be with drawn from the class.

**Students with Disabilities:**

Students with disabilities, who qualify for academic accommodations, must provide a notification from the Office for Students with Disabilities (OSD) and discuss specific needs with the instructor, preferably during the first two weeks of class. OSD determines accommodations based on appropriate documentation of disabilities. OSD is located on each campus.

**Disclaimer:** Changes in syllabus and/or schedule may be made at any time during the term by the instructor. A revised syllabus may be issued at the discretion of the professor.