This introductory survey course assumes no prior knowledge of business. It has been specifically designed for students in the Faculty of Science and in the Schulich School of Medicine and Dentistry.

COURSE OBJECTIVES

1. To expose the student to financial management and the management of people in organizations.
2. To provide an understanding of how business operates and how the individual employee fits into the larger business organization.
3. To develop an appreciation for the difference between the technical, quantifiable world of science and the uncertain socio-economic world of business.
4. To provide the student with the skills for effective problem-solving and the opportunity to practise decision-making with imperfect information under time constraints.
5. To develop both written and oral communication skills.

TEACHING METHODOLOGY

The course is taught using the case method. The case method requires a much greater degree of preparation and class involvement from the student than does the traditional lecture method. Prior to class, students must analyze cases individually. In the classroom, with the instructor acting as a discussion leader, students are expected to participate in the class discussion. The very nature of the case method demands a high level of student attendance, preparation, and class contribution.

COURSE STRUCTURE AND CONTENT

Students examine and discuss a broad range of business case issues requiring analysis and decision-making. While students are expected to learn basic business theory, the major benefit of the course is an understanding of the business environment in which decisions are made. Students will some of what is involved in good and bad judgment. Above all, they develop the capacity for forming sound decisions on the basis of the information available. The course continuously stresses the importance of making timely decisions and making them on the basis of imperfect information.

- **Financial Management**: This module provides an understanding of the financial basics of a business. It covers the statement of earnings and the balance sheet, the importance of cash, the evaluation of financial performance, budgeting, and capital investment analysis. It also includes a general introduction to intellectual property.

- **Managing People in Organizations**: Students gain an appreciation for organizational structures of a business, factors influencing motivation, effective leadership, diversity in the workplace, the dynamics of team work, effective communication techniques, and the supervisor-employee relationship.
COURSE MATERIALS


EVALUATION

ALL COMPONENTS OF EVALUATION (TESTS, QUIZZES, AND REPORTS AS NOTED BELOW) MUST BE COMPLETED FOR A STUDENT TO BE ELIGIBLE FOR A PASSING GRADE. THERE WILL BE NO RE-WEIGHTING OF COMPONENTS WITHIN THE COURSE.

<table>
<thead>
<tr>
<th>Segment</th>
<th>Date (tentative)</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiz 1 (in class)</td>
<td>September 26, 2016</td>
<td>10%</td>
</tr>
<tr>
<td>Quiz 2 (in class)</td>
<td>October 24, 2016</td>
<td>20%</td>
</tr>
<tr>
<td>Midterm Test</td>
<td>November 11, 2016</td>
<td>35%</td>
</tr>
<tr>
<td>Case Report</td>
<td>Assigned Nov 14, Due Dec 7</td>
<td>30%</td>
</tr>
<tr>
<td>Class Contribution*</td>
<td>Ongoing</td>
<td>10%</td>
</tr>
</tbody>
</table>

*Class contribution may include case preparation, frequency and quality of discussion, and attendance.

Penalties will be assessed on reports handed in late. Ten marks (out of 100) will be deducted for reports handed in after the deadline. Ten additional marks will be deducted every 24 hours afterward. A weekend following the due date will constitute one 24-hour period.

Pre-Business Policy for Tests and Examinations

Once students have written a test or examination they are committed to the mark earned. If, on medical or compassionate grounds, a student is unable to write a term test or final examination, the student must consult with the instructor prior to the scheduled time of the test or examination. For Western University Policy on Accommodation for Medical Illness, see: www.uwo.ca/univsec/handbook/appeals/accommodation_medical.pdf. For a student medical certificate, see: www.uwo.ca/univsec/handbook/appeals/medicalform.pdf.

Plagiarism

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy in the Western Academic Calendar).

Western University uses software to check for plagiarism. All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under licence to the University for the detection of plagiarism. All papers submitted will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement currently between Western University and Turnitin.com (www.turnitin.com).

INSTRUCTOR

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PRE-BUSINESS FACULTY DIRECTORS: Ian Dunn and Julie Gosse

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