MISY4523 – Enterprise Strategic IT Management
Fall 2018

Instructor: Dr. Thiagarajan Ramakrishnan (Ram)
Section # and CRN: Section: P01, CRN: 10905
Office Location: Room 447, Agriculture/Business Multipurpose Building
Office Phone: 936-261-9249
Email Address: Ram@pvamu.edu
Office Hours: Mon: 2:00 PM – 5:00 PM
Wed: 2:00 PM – 5:00 PM
Other days: By Appointment

Mode of Instruction: Face to Face
Course Location: Room 227, Agriculture/Business Multipurpose Building
Class Days & Times: Mon, Wed, & Fri 1:00 pm – 1:50 pm

Catalog Description: (3-0) Credit 3 semester hours. Strategic management concepts underlying the implementation of Information Technology (IT) in an enterprise; pertinent IT issues such as analysis of strategic impact of IT, management of IT security and outsourcing; emphasis will be placed on hands-on learning using enterprise systems such as ERP. This course integrates issues covered in other MIS courses.

Prerequisites: Junior/senior classification & consent of instructor and department head
Co-requisites: None

Student Learning Outcomes:

<table>
<thead>
<tr>
<th>Upon successful completion of this course, students will be able to:</th>
<th>Program Learning Outcome #</th>
<th>Core Curriculum Outcome Alignment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong> Establish a clear understanding of challenges faced by organizations in a networked economy.</td>
<td>BBA Goal 1</td>
<td>Mastery of Content</td>
</tr>
<tr>
<td><strong>2</strong> Understand various business models and IT strategies in the contemporary economy</td>
<td>BBA Goal 1</td>
<td>Mastery of Content</td>
</tr>
<tr>
<td><strong>3</strong> Be able to analyze the strategic impact of IT in organizations and understand how to ethically use IT</td>
<td>BBA Goal 1 BBA Goal 2</td>
<td>Mastery of Content Ethics</td>
</tr>
<tr>
<td><strong>4</strong> Develop managerial skills needed to lead an IT organization in the near future and gain some hands-on experience on enterprise systems, using SAP</td>
<td>BBA Goal 1 BBA Goal 3</td>
<td>Mastery of Content Global Perspective</td>
</tr>
</tbody>
</table>
Major Course Requirements

Method of Determining Final Course Grade*

<table>
<thead>
<tr>
<th>Course Grade Requirement</th>
<th>Value</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Quizzes (Best 8 Quizzes)</td>
<td>20%</td>
<td>200 Points</td>
</tr>
<tr>
<td>2) Assignments</td>
<td>10%</td>
<td>100 Points</td>
</tr>
<tr>
<td>3) Hands on exercise</td>
<td>5%</td>
<td>50 Points</td>
</tr>
<tr>
<td>4) Class Presentations</td>
<td>5%</td>
<td>50 Points</td>
</tr>
<tr>
<td>5) Term paper project (Group)</td>
<td>10%</td>
<td>100 Points</td>
</tr>
<tr>
<td>4) Exams (2)</td>
<td>30%</td>
<td>300 Points</td>
</tr>
<tr>
<td>5) Final Exam*</td>
<td>20%</td>
<td>200 Points</td>
</tr>
<tr>
<td>Total:</td>
<td>100%</td>
<td>1000 Points</td>
</tr>
</tbody>
</table>

*The instructor reserves the right to make changes to the course grade requirements and their respective values. Any changes made will be announced in class.

Grading Criteria and Conversion:

A = 90.0% – 100%
B = 80.0% – 89.9%
C = 70.0% – 79.9%
D = 60.0% – 69.9%
F = < 60.0%

Detailed Description of Major Assignments:
Assignment Title or Grade Requirement Description
Assignments Assignments are designed to develop what you learn in this class and to more thoroughly explore certain topics in depth.
Term paper project Term paper project is an opportunity for students to work in groups and gain experience in original thinking and writing, which are essential qualities for business students.

Course Procedures or Additional Instructor Policies

- This syllabus provides a general plan for the course. Changes in homework/project due dates and exam schedules may be made in class. It is the student’s responsibility to be aware of these changes.
- Regular and punctual attendance is a requirement for all students enrolled in this course.
- Students are required to keep the lab clean at all times. Each student will gather all excess materials that do not belong to the lab around his/her work area before leaving for each lab session. No food, drink, snack, gum, etc is allowed in the lab at any time.

Quizzes & Hands on Exercise

Quizzes are designed to make sure you stay current in reading each chapter and pay attention in class.

If a quiz is missed, it is the student’s responsibility to (a) contact the professor as soon as possible in person, (b) produce a document describing the valid reason for having missed the pop-quiz (e.g., doctor’s note) and (c) make arrangements with the professor to take the quiz within a period of one week (7 days) of the date of the original pop-quiz. Otherwise, missed pop-quiz will be assigned a grade of 0 (zero).

The students will be working on hands on exercises in class. The hands on exercises are designed to provide the students with experience in working with the SAP system. These exercises will be due by the end of the class period or the due date and time provided by the professor, in class. The format of submission for these hands on exercises will be announced in class by the professor. The students have to be present in class to
work on these exercises and submit them. If the student is absent or fails to complete the hands on exercise and submit them on time, the student will receive a grade of 0 for that exercise.

If a hands on exercise is missed, it is the student’s responsibility to (a) contact the professor as soon as possible in person, (b) produce a document describing the valid reason for having missed the hands on exercise (e.g., doctor’s note) and (c) make arrangements with the professor to complete and submit the hands on exercise before the next class period. Otherwise, missed hands on exercises will be assigned a grade of 0 (zero).

Submission of Assignments:
- Students may have a USB Flash Drive (optional).
- Every project/assignment should be submitted by the due date and time on eCourses.
- Late assignments will not be accepted.

Project:
A team project will be assigned in class that deals with researching an information systems topic of your interest. Each group will consist of 4-6 students, depending on the size of the class. This will aid in enhancing your analytical as well as writing skills.

Exam Policy:
There will be three exams including a final exam for this class. These exams are generally administered in class. The details of exams will be announced in class.

If an exam is missed, it is the student’s responsibility to (a) contact the professor as soon as possible in person, (b) produce a document describing the valid reason for having missed the exam (e.g., doctor’s note) and (c) make arrangements with the professor to write the exam within a period of one week (7 days) of the date of the original exam. Otherwise, missed exams will be assigned a grade of 0 (zero). Absolutely no make-up will be given for the final exam.

Formatting Documents:
Microsoft Word is the standard word processing tool used at PVAMU. If you’re using other word processors, be sure to use the “save as” tool to save the document in either the Word or Rich-Text format.

The Use Of eCourses
Students are expected to use eCourses regularly for course materials such as PowerPoint slides for class lecture and class announcements. Failing to learn how to use eCourses might result in missing class information. Students need to take the responsibility to ensure that they obtain adequate skill to use eCourses. The password/username and additional training to use eCourses could be obtained through the instructor.
<table>
<thead>
<tr>
<th>Week One (Aug 27 – Aug 31): Topic Description</th>
<th>Orientation and Introduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Readings:</td>
<td>M: Orientation and Introduction</td>
</tr>
<tr>
<td></td>
<td>W: Does IT Matter?</td>
</tr>
<tr>
<td></td>
<td>F: ' '</td>
</tr>
<tr>
<td>Assignment (s):</td>
<td>M:</td>
</tr>
<tr>
<td></td>
<td>W:</td>
</tr>
<tr>
<td></td>
<td>F:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week Two (Sep 03 – Sep 07): Topic Description</th>
<th>The IS Strategy Triangle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Readings:</td>
<td>M: Labor Day</td>
</tr>
<tr>
<td></td>
<td>W: Ch 1 – The Information Systems Strategy Triangle</td>
</tr>
<tr>
<td></td>
<td>F:</td>
</tr>
<tr>
<td>Assignment (s):</td>
<td>M:</td>
</tr>
<tr>
<td></td>
<td>W:</td>
</tr>
<tr>
<td></td>
<td>F:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week Three (Sep 10 – 14): Topic Description</th>
<th>The IS Strategy Triangle &amp; Strategic Use of IS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Readings:</td>
<td>M:</td>
</tr>
<tr>
<td></td>
<td>W:</td>
</tr>
<tr>
<td></td>
<td>F: Ch 2 – Strategic Use of Information Systems</td>
</tr>
<tr>
<td>Assignment (s):</td>
<td>M:</td>
</tr>
<tr>
<td></td>
<td>W:</td>
</tr>
<tr>
<td></td>
<td>F: Quiz 1 (Chapter 1)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week Four (Sep 17 – 21): Topic Description</th>
<th>Strategic Use of IS &amp; Org. Strategy and IS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Readings:</td>
<td>M:</td>
</tr>
<tr>
<td></td>
<td>W:</td>
</tr>
<tr>
<td></td>
<td>F: Ch 3 – Organization Strategy and Information Systems</td>
</tr>
<tr>
<td>Assignment (s):</td>
<td>M:</td>
</tr>
<tr>
<td></td>
<td>W:</td>
</tr>
<tr>
<td></td>
<td>F: Quiz 2 (Chapter 2)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week Five (Sep 24 – 28): Topic Description</th>
<th>Org. Strategy and IS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Readings:</td>
<td>M:</td>
</tr>
<tr>
<td></td>
<td>W:</td>
</tr>
<tr>
<td></td>
<td>F:</td>
</tr>
<tr>
<td>Assignment (s):</td>
<td>M:</td>
</tr>
<tr>
<td></td>
<td>W: Topic for Group project due</td>
</tr>
<tr>
<td></td>
<td>F: Quiz 3 (Chapter 3)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week Six (Oct 01 – 05): Topic Description</th>
<th>EXAM 1 &amp; IS for Managing Business Processes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Readings:</td>
<td>M: Exam 1</td>
</tr>
<tr>
<td></td>
<td>W: Ch 5 – Information Systems for Managing Business Processes</td>
</tr>
<tr>
<td></td>
<td>F:</td>
</tr>
<tr>
<td>Assignment (s):</td>
<td>M: Assignment 1 due</td>
</tr>
<tr>
<td></td>
<td>W:</td>
</tr>
<tr>
<td></td>
<td>F:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week Seven (Oct 08 – 12):</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Topic Description</td>
<td>IS for Managing Business Processes &amp; SAP</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>
| Readings: | M:  
W: -  
F: - |
| Assignment (s): | M:  
W: Quiz 4 (Chapter 5)  
F: |
| **Week Eight (Oct 15 – 19):**  
**Topic Description**: Architecture & Infrastructure | **Readings:**  
M: Ch 6 – Architecture and Infrastructure  
W: -  
F: - |
| Assignment (s): | M:  
W:  
F: |
| **Week Nine (Oct 22 – 26):**  
**Topic Description**: Business of IT | **Readings:**  
M: Ch 7 – The Business of IT  
W:  
F: Group project (Requirements); SAP Overview |
| Assignment (s): | M: Quiz 5 (Chapter 6)  
W:  
F: |
| **Week Ten (Oct 29 – Nov 02):**  
**Topic Description**: Presentations & Exam 2 | **Readings:**  
M: Presentation 1  
W: Presentation 1 cont …  
F: Exam 2 |
| Assignment (s): | M: Quiz 6 (Chapter 7)  
W:  
F: Assignment 2 due |
| **Week Eleven (Nov 05 – 09):**  
**Topic Description**: IS Governance | **Readings:**  
M: Ch 8 – Governance of the Information Systems Organization  
W:  
F: |
| Assignment (s): | M:  
W:  
F: |
| **Week Twelve (Nov 12 – 16):**  
**Topic Description**: IS Sourcing | **Readings:**  
M: Ch 9 – Information Systems Sourcing  
W:  
F: |
| Assignment (s): | M: Quiz 7 (Chapter 8)  
W:  
F: |
| **Week Thirteen (Nov 19 – 23):**  
**Topic Description**: IS Sourcing | **Readings:**  
M:  
W: |
### Week Fourteen (Nov 26 – 30):

#### Topic Description
- **Ethical use of Information**

#### Readings:
- M: Ch 12 – Using Information Ethically
- W: 
- F: 

#### Assignment (s):
- M: Group project due
- W: 
- F: Assignment 3 due

### Week Fifteen (Dec 03 – 04):

#### Topic Description
- **Course Review – Last Class Day (Dec 04, 2017)**

#### Readings:
- M: Final Exam Review
- W: 
- F: 

#### Assignment (s):
- M: Quiz 9 (Chapter 12); 
- W: 
- F: 

#### Final Exam
- **(TBA)**

*The instructor reserves the right to make changes to the schedule in class, on the course website/eCourses, or by email.*

---

### Classroom Etiquette and Student Behavior Guidelines (Approved by COB Faculty on August 17, 2004)

“As a student in the Prairie View A&M University College of Business, I pledge to be always truthful, ethical and professional in my behavior.” (COB Student Code of Conduct – May, 2005)

The College of Business is committed to ensuring an optimal learning environment in each classroom. As a student in a College of Business class, your professors expect that you will adhere to the following guidelines for classroom etiquette:

1. Be punctual. Arrive before your classes begin - do not be tardy.
2. Stay for the duration of the class - do not leave the class unless prior permission has been granted.
3. Turn off your cell phone and other electronic devices that may be distractions to others – no phone calls or text messaging are allowed while the class is in progress.
4. Do not disturb or distract the class - avoid unnecessary discussions unless permitted by the professor.
5. Come to class with a positive attitude for learning – be prepared for the class and stay focused on the class lecture.
6. Do not engage in inappropriate physical gestures or body language; do not use expletives or profanity in the classroom or the hallways.
7. Do not bring in food and/or eat or drink in the classrooms or computer labs.
8. Always be ethical in your conduct – do not misrepresent facts, or cheat or help others in cheating during exams, quizzes or homework.
9. Be respectful of the professor and fellow students.
10. Try your best not to miss any class; notify the professor in advance if you must miss a class due to illness, travel, or other unavoidable circumstances; the University catalog requires professor to monitor attendance and penalize poor attendance.
11. Always be civil in your behavior - if there is a difference of opinion with the professor or another student, be polite during the exchange.
12. Always dress in appropriate attire; dress in business attire when making presentations in class, attending a COB program with outside guests, or as required by the faculty.
13. Exhibit good manners – if your behavior is perceived as rude, disrespectful or disruptive, apologize.
14. Understand that violations of the above may result in reduced grade or expulsion from the class or the program.
Student Support and Success

John B. Coleman Library
The library and its partners have as their mission to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&M University's mission of teaching, research, and service and to support the University's core values of access and quality, diversity, leadership, relevance, and social responsibility through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. https://www.pvamu.edu/library/
Phone: 936-261-1500

The Learning Curve (Center for Academic Support)
The Learning Curve offers Tutoring via peer tutoring. The services include workshops (i.e., Save My Semester, Recalculate Your Route), seminars (i.e., Tools You Can Use: TI-84), group review sessions (i.e., College Algebra Topic Reviews, GRE Preparation), group study opportunities (i.e., TSIA, HESI, Study Break, Exam Cram), and test-taking strategies (How to take Notes, Study Buddy, 5 Day Study Guide). The Learning Curve is a nationally certified tutoring program through the National Tutoring Association. The peer tutors are trained and certified by the coordinator each semester. Location: J.B. Coleman Library Rm. 207F. Phone: 936-261-1561

The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS)
The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS) is designed to help Prairie View students in their second year and beyond navigate towards graduation by providing the following services: Academic Advisement, Targeted Tutorials for Personalized Learning, Campus-Wide Referrals, and Academic & Social Workshops. Location: J.B. Coleman Library Rm. 306. Phone: 936-261-1040

Writing Center
The Writing Center provides student consultants on all aspects of the writing process and a variety of writing assignments. Writing Center consultations assist students in such areas as prewriting, brainstorming, audience awareness, organization, research, and citation. Students taking on-line courses or courses at the Northwest Houston Center or College of Nursing may consult remotely or by email. Location: Hilliard Hall Rm. 121. Phone: 936-261-3724.

Student Counseling Services
The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and provides assistance to students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Location: Owens-Franklin Health Center Rm. 226. Phone: 936-261-3564

Testing
The Department of Testing administers College Board CLEP examinations, the HESI A2 for pre-nursing majors, LSAT for law school applicants and MPRE for second-year law students, the Experiential Learning Portfolio option, the Texas Success Initiative (TSI) Assessment, which determines college readiness in the state, and exam proctoring, among other service such as SAT and ACT for high school students. Location: Delco Rm. 141. Phone: 936-261-4286

Office of Diagnostic Testing and Disability Services
As a federally-mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include: learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring of non-standardized test administrations, ASL interpreters, ALDs, digital recorders, livescribe, Kurtzweil, and a comprehensive referral network across campus and the broader community. Location: Evans Hall Rm. 317. Phone: 936-261-3585
Veteran Affairs
Veterans Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall Rm. 323. Phone: 936-261-3563

Office for Student Engagement
The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development and campus governance. Location: Memorial Student Center Rm. 221. Phone: 936-261-1340

Career Services
Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Evans Hall Rm. 217. Phone: 936-261-3570

University Rules and Procedures

Disability Statement (Also See Student Handbook):
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Evans Hall, Room 317, or call 936-261-3585/3.

Academic Misconduct (See Student Handbook):
You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.

Forms of Academic Dishonesty:
1. Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.

2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.

3. Fabrication: use of invented information or falsified research.

4. Plagiarism: unacknowledged quotation and/or paraphrase of someone else’s words, ideas, or data as one’s own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one’s own work also constitutes plagiarism.

Nonacademic Misconduct (See Student Handbook)
The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor’s ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.
Sexual Misconduct (See Student Handbook):
Sexual harassment of students and employers at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.

Title IX Statement
Prairie View A&M University (PVAMU) is committed to supporting students and complying with the Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of sex- or gender-based discrimination, including sexual harassment, sexual assault or attempted sexual assault, we encourage you to report it. While you may talk to a faculty member about an incident of misconduct, the faculty member must report the basic facts of your experience to Ms. Alexia Taylor, PVAMU’s Title IX Coordinator. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Title IX Coordinator is designated to handle inquiries regarding non-discrimination policies and can assist you with understanding your options and connect you with on- and off-campus resources. The Title IX Coordinator can be reached by phone at 936-261-2123 or in Suite 013 in the A.I. Thomas Administration Building.

Class Attendance Policy (See Catalog for Full Attendance Policy)
Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or internet.

Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

Student Academic Appeals Process
Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

TECHNICAL CONSIDERATIONS

Minimum Recommended Hardware and Software:
- Intel PC or Laptop with Windows 7; Mac with OS X; Smartphone or iPad/Tablet with Wi-Fi
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15” monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari, Internet Explorer or Firefox

Note: Be sure to enable Java & pop-ups in the Web browser preferences

Participants should have a basic proficiency of the following computer skills:
- Sending and receiving email
- A working knowledge of the Internet
- Proficiency in Microsoft Word (or a program convertible to Word)
- Proficiency in the Acrobat PDF Reader
- Basic knowledge of Windows or Mac O.S.

Netiquette (online etiquette):
Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated.
Technical Support:
Students should go to https://mypassword.pvamu.edu/ if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Office of Distance Learning at 936-261-3283

Communication Expectations and Standards:
Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

Discussion Requirement:
Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplished by the use of the discussion board. The exact use of discussion will be determined by the instructor.

It is strongly suggested that students type their discussion postings in a word processing application and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, it/they should be copied and pasted to the discussion board.

Prairie View A&M University College of Business

Vision
The Prairie View A&M University College of Business strives to be among the best regional business schools in the nation by empowering students from diverse backgrounds to reach their full potential.

Mission
The Prairie View A&M University College of Business provides students from diverse academic and socioeconomic backgrounds with education that helps them become business professionals and leaders who are ethical, entrepreneurial, productive, and prepared to succeed in the global economy. The College achieves excellence through quality teaching, research, service, and engagement with the business community.