PREREQUISITES:

None

Other: Although this course has no formal prerequisites, it assumes that you have had at least BMT 1010—Business and Its Environment, or another introductory course in business. This course is writing-intensive, so ENG 1510 or a similar college-level English composition course is highly recommended.

COURSE OVERVIEW:

Business and government relations, with emphasis on analysis of selected areas involving public policy and business.

METHODS OF COURSE INSTRUCTION:

All material for this course is print-based. Instructor and students communicate and exchange materials through postal mail.

E-PRINT OPTION:

In this course, an option exists to use e-mail to submit your lesson assignments. Your assignment will be returned to you either as an e-mail attachment or as a hard copy sent through the postal mail, depending on the preferences of the instructor and/or program.

TEXTBOOKS AND SUPPLIES:


NUMBER OF LESSONS:

The course has five lessons. These lessons include:

- Lesson 1: Business, Government, and Society
- Lesson 2: Corporate Social Responsibility and Business Ethics
- Lesson 3: Doing Business in the Modern World
- Lesson 4: Challenges for Today and Tomorrow
- Lesson 5: Human Resources and Corporate Governance
TYPES OF WRITING ASSIGNMENTS:
The course is divided into five large lessons, each covering three to four chapters of the text. There is a lot of content to master in each lesson, so take your time and make outlines and notes as you go.

Each lesson has a comprehensive essay assignment based on all the chapters covered in that lesson. Specific instructions for each essay are given in the course lessons.

Lesson 1: Chapters 1–4
Lesson 2: Chapters 5–8
Lesson 3: Chapters 9–12
Lesson 4: Chapters 12–13
Lesson 5: Chapters 16–18

Since this course has only five lessons, you may submit only one lesson at a time, and you must wait until a lesson is graded and returned to you before submitting another. The course has no examinations.

GRADING CRITERIA:
Your grade for this course will be determined by your grades on five comprehensive lessons, each based on particular chapters in the textbook. Each essay will receive a letter grade from A+ to F that corresponds to a numerical score given in the table below.

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<tr>
<th>Grade</th>
<th>Numerical Score</th>
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<tbody>
<tr>
<td>A+</td>
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<tr>
<td>A</td>
<td>3.8</td>
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<tr>
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<td>1.8</td>
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<td>F</td>
<td>and below -0-</td>
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To determine your course grade, the scores you receive on your 4 assignments will be averaged to produce a numerical score. This score will then be converted to a letter grade, using the same scale above.

Example:  
Essay 1   A–  3.6
Essay 2   B+  3.4
Essay 3   A–  3.6
Essay 4   B  3.2
TOTAL 13.8
Divided by 4: 3.45 Letter grade: B+